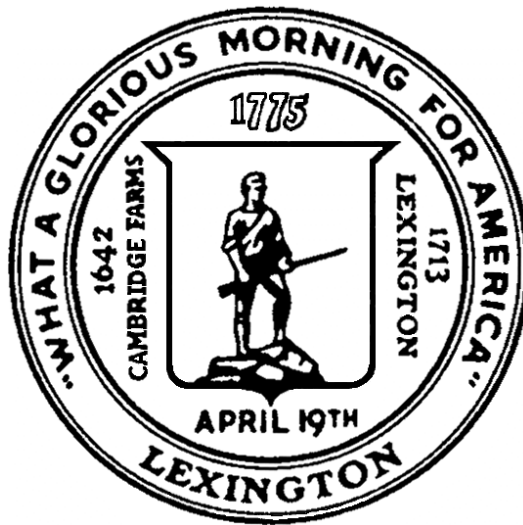


CAPITAL EXPENDITURES COMMITTEE

TOWN OF LEXINGTON



REPORT TO THE 2012 ANNUAL TOWN MEETING & 2012 SPECIAL TOWN MEETING, April 2, 2012

Released March 23, 2012

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**Summary of Warrant Article Recommendations
has been moved to the end of the report**

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Executive Summary

Over the past several months, the Capital Expenditures Committee (CEC) has reviewed proposals from the municipal departments and school administration as well as various citizens groups. We have fully vetted all the capital requests, except those listed as “pending” in the table on the insides of the covers and in the Warrant Article Recommendations. Elimination, refinement, and fine-tuning of these requests have taken place during this process; therefore, even though not all of the original requests appear in the Capital motions, *Town Meeting will generally observe consensus among the boards and committees relative to capital articles.*

On January 24, 2012, voters approved—via a Proposition-2½ Debt Exclusion—renovations to the Bridge and Bowman elementary schools and reconstruction of the Estabrook elementary school. An appropriation for the former project was approved at the Special Town Meeting in November 2011, but due to procedural issues involved with MSBA funding, the appropriation for the latter project comes after the referendum. This appropriation will be voted on by a Special Town Meeting (STM) on April 2, 2012. As Town Meeting had supported putting both the renovation and the reconstruction funding to the voters for approval as a debt exclusion, the Board of Selectmen (BoS) took that action, and the voters have already approved that exclusion, it is anticipated that the STM deliberation will be short and its vote a formality.

The Committee applauds the voters, the Town Meeting Members, the School Committee, the BoS, and the School and Town staffs for their leadership in advancing these two critical projects.

The Community Preservation Act (CPA) in Lexington is now six years old. The last of the only debt-service payments that are currently an obligation of the Community Preservation Fund will be appropriated at this Annual Town Meeting. The elimination of those payments will create nearly \$2 million of CPA capacity in FY2014 for new or continuing projects.

The Town continues to confront many "big ticket" projects (i.e., over \$1 million), including (in no particular order and not meant to be all inclusive):

- Roads and Sidewalks—a continuing need
- Stone Building (previously the East Lexington Library) post-stabilization renovation
- Police Station renovation
- Fire Headquarters renovation
- Town Office Building renovation (substantially complete; elevator upgrade this summer)
- Senior/Community Center
- Use of the “White House” Site (1557 Massachusetts Avenue; last used by the School Administration; previously the Barnes property; historic core building is the Hammond A. Hosmer House)
- Traffic Mitigation—a continuing need
- Community (Affordable) Housing
- Conservation/Open Space Land
- Recreation Facilities—a continuing need
- West Lexington Greenway Corridor Implementation
- School Buildings Renovation & Reconstruction
- Minuteman Career & Technical High School renovation

Continued leadership and cooperation by the BoS, School Committee, Community Preservation Committee, and Permanent Building Committee are needed to rationalize, refine, prioritize and schedule these projects for the next several years—with realistic numbers put forth in the 5-year projections—as it is certain that we cannot afford to do all of them within the foreseeable future. We note that Article 16(i) proposes a Town-wide Facility Master Plan, which will help in making some headway in prioritizing this list.

The Mission of the Capital Expenditures Committee

From the Code of the Town of Lexington (§29-13):

- A. *Each year the Capital Expenditures Committee shall request and receive from the Town boards and departments a list of all capital expenditures that may be required within the ensuing five-year period. The Committee shall consider the relative need, timing and cost of these projects, the adequacy thereof and the effect these expenditures might have on the financial position of the Town.*
- B. *The Committee shall prior to each annual meeting for the transaction of business prepare, publish and distribute by making copies available at the office of the Town Clerk and at Cary Memorial Library, and by mailing or otherwise distributing to each town meeting member, a report of its findings, setting forth a list of all such capital expenditures together with the committee's recommendations as to the projects that should be undertaken within the five-year period and the approximate date on which each recommended project should be started. This publication may be combined with and distributed at the same time as the Appropriation Committee Report.*

From the Code of the Town of Lexington (§29-26):

...the Capital Expenditures Committee shall state whether it endorses each recommendation of the Community Preservation Committee.

How to Read This Report

Our report is divided into four sections:

- An overview of capital projects in Lexington;
- Presentation of a five-year capital budget;
- Spending history and general capital plan for each department and program; and
- This year's capital articles.

Where our narrative includes a "See Article ____", it is referring you to that Article in the last section—"Warrant Article Analysis and Recommendations". In that section you will find:

We have quoted from the Town's or a Town Committee's documentation for each of the Articles on which we are reporting. If we believe that quote has both adequately described the proposed work and satisfactorily made the case for the Town's need, at least for the purpose of your deliberations—which is often the case—you will not find us paraphrasing or otherwise reiterating either of those matters in this report. However, additional narrative is included if we don't feel that is the case.

Our Committee's recommendations and how we voted are shown only in the boxed header for each Article and, if applicable, in any sub-elements unless there are further comments on our recommendation. If there are such comments, they will be *in italics* at the end of the text below the boxed header.

Our oral report on Town Meeting floor will verify our written report and present any new information not available as of this writing. When we report on a capital article on Town Meeting floor during the deliberations, a committee member will provide the committee's recommendation and, if applicable, comments related to that recommendation.

Summary of FY2013 Capital-Budget Requests

Art.		Requests						CEC Recommended Difference from Total
		Tax Levy		Enterprise Funds	State Chap. 90 (Roads)	Approp. & Auth. Other	Total	
		Debt	Cash ¹					
	Community/Economic Development							
8(b)	Paint Mine Barn Preservation		\$34,770				\$34,770	
9 & 10	Land Acquisitions	TBD					TBD	
	Public Safety							
12(a)	Public Safety Radio Connectivity		\$50,000				\$50,000	
	Culture and Recreation							
11(a)	Pine Meadows Equipment			\$46,000			\$46,000	
11(b)	Park Improve—Hard Court Resurface	\$120,000					\$120,000	
11(c)	Park and Playground Improvements	\$65,000					\$65,000	
11(d)	Park Improvements - Athletic Fields	\$60,000					\$60,000	
	Public Facilities Department							
STM2	Estabrook School Reconstruct	\$39,742,248					\$39,742,248	
16(e)	White House Stabilization			None			None	\$381,000
16(a)	School Building Envelope & Sys		\$215,000				\$215,000	
16(b)	Middle School Science Labs & Performing Art Spaces		\$35,000				\$35,000	
16(c)	Diamond Energy Improvements		\$25,000				\$25,000	
16(d)	Municipal Building Envelope & Sys		\$169,711				\$169,711	
8(c)	Muzzey Senior Ctr. Upgrade-Phase I		\$561,518				\$561,518	
8(d)	Cary Mem. Bldg Upgrades Design I ²		\$75,000				\$75,000	
16(f)	Extraordinary School Repair Projects	\$287,685	\$322,315				\$610,000	
16(g)	DPF Bid Documents		\$75,000				\$75,000	
16(h)	Hastings Natural Gas Conversion		\$45,000				\$45,000	
16(i)	Town Wide Facility Master Plan		\$65,000				\$65,000	
16(j)	Grounds Vehicle Replacement	\$80,000					\$80,000	
16(k)	LHS Overcrowding Phase II Renovate	\$400,000					\$400,000	
16(l)	School Paving Program	\$100,000					\$100,000	
	Public Works Department							
12(b)	Hydrant Replacement Program		\$25,000	\$25,000			\$50,000	
12(c)	Street Improvements		\$1,025,586		\$930,607		\$1,956,193	
12(o)	CBD Streetscape – D&E	\$240,000					\$240,000	
7 & 12(d)	Town-Wide Culvert replacement		\$65,000			\$325,000	\$390,000	
12(e)	DPW Equipment	\$358,610	\$155,390	\$81,000			\$595,000	
12(f)	Comp. Watershed Storm Water Mgmt.	\$65,000	\$100,000				\$165,000	
8(e)	Center Playfields Drainage - Phase III		\$605,718				\$605,718	
12(n)	Off-Site Street Improve—Estabrook		\$170,000				\$170,000	
12(g)	Dam Repair	\$260,000					\$260,000	
12(h)	Storm Drainage Improve & NPDES	\$340,000					\$340,000	
8(f)	Battle Green Area Master Plan Implementation - Phase II		\$143,845				\$143,845	
12(i)	Battle Green Area Master Plan - Parking... Phase 1: Conceptual Plan		\$60,000				\$60,000	
12(j)	Townwide Signalization Improvements	\$119,532	\$5,468				\$125,000	
12(k)	Sidewalk Improvements	\$300,000					\$300,000	
12(l)	Concord Avenue Sidewalk					\$250,000	\$250,000	
13	Water Distribution Sys Improvements			\$900,000			\$900,000	
14(a)	Wastewater System Improvements			\$1,200,000			\$1,200,000	
14(b)	Pump Station Upgrades			\$100,000			\$100,000	
	Lexington Public Schools							
15(a)	Systemwide Technology	\$833,676	\$168,324				\$1,002,000	
15(b)	Classroom & Administrative Furniture	\$83,000					\$83,000	
	General Government							
8(a)	Archives & Records Mgmt/Conserve		\$150,000				\$150,000	
12(p)	Town-wide Telephone Sys Replace	\$591,000					\$591,000	
12(q)	Town-wide Electronic Doc Mgmt. Sys		\$145,000				\$145,000	
	Community-Wide (CPA Funded) ³							
8(g)	LexHab Set-Aside Funds		\$450,000				\$450,000	(\$450,000)
8(h)	Buckman Tavern Historic Structure Report/Restoration Plans		\$65,000				\$65,000	
8(i)	Historical Society Historic Records Preservation		\$77,268				\$77,268	
8(j)	Greeley Village Accessible Housing		\$810,673				\$810,673	
	Totals	\$44,045,751	\$5,895,586	\$2,352,000	\$930,607	\$575,000	\$53,798,944	(\$69,000)

¹ All types (including set-aside for roads from FY2001 Override); see the Summary on the inside of the covers or the Warrant Article Analysis for the specific types.

² Recommended by the CPC at \$550,000.

³ Not shown are \$150,000 for the CPC's Administrative Budget (Article 8(m)), \$930,300 for the last-year debt service for the FY2010 purchase of the Busa-Farm land (Article 8(k)), \$1,000,000 to cover the last debt service on the FY2011 purchase of the Cotton-Farm land (Article 8(l)), and \$124,057 for debt service using State reimbursement for school upgrade project (Article 23).

Capital Budget

Lexington allocates appropriate resources to needed capital projects by considering them in four categories:

- Big-ticket projects (greater than \$1,000,000);
- Small-ticket projects (between \$25,000 and \$1,000,000);
- Enterprise & Revolving Funds projects (greater than \$25,000); and
- Community Preservation Fund projects (any dollar amount).

The Capital Expenditures Committee:

- Assesses capital needs brought forward by each department (municipal and schools) as well as the Community Preservation Committee (CPC) through the annual budgeting process;
- Works with those departments and the CPC to identify their anticipated capital needs during the next five years; and
- Independently examines public facilities (including infrastructure systems) and prospective longer-term needs, as well as issues and such facilities not being addressed within any department.
- Through this report and in presentations, this Committee advises Town Meeting about the necessary and prudent investments to maintain, improve, and create new facilities required to serve Lexington citizens safely, effectively, and efficiently. During the year, Committee members also work with and advise staff members in various departments, consult with other public committees, and make our views known to the Selectmen and School Committee, in an effort to shape a responsible capital budget for Lexington residents.

Please note these important caveats:

- All cost figures are estimates. The degree of accuracy varies by project. Those projected several years into the future are the most uncertain. They are subject to refinement as projects are designed, bid, and built. Even relatively near-term work is subject to cost uncertainties until projects are bid and contracts signed as material, labor, and contract-management costs are often highly variable—even over a period of just a few months.
- The scope of future projects is often highly uncertain. Accordingly, project budgets are subject to significant revision as the work is defined through the political and budgeting processes.
- Dates for appropriations and taxpayer impact of financing projects are given in fiscal years, beginning July 1, unless otherwise specified.

Big-Ticket Projects

Big-ticket capital projects typically cost at least \$1 million; for financing purposes, they satisfy the conditions under which the Town is permitted to borrow funds for at least 10 years (their expected service life is at least that long). Such projects obviously require both careful analysis and budgeting, and broad support.

The Town Manager and Selectmen's capital policy has generally maintained that such big-ticket projects (but not necessarily including those proposed for funding under the CPA) will be funded through borrowing, consistent with their expected life and with responsible annual budgeting for operating needs. Further, this borrowing is generally done through voter-approved "debt-exclusion" overrides, which place the costs of financing these projects outside the Proposition 2½ tax-levy limit. The latter goal has not always been satisfied. The Town's share of the costs to renovate Cary Memorial Library, for example, was absorbed within the operating budget; so were certain additional costs associated with the renovation of the secondary schools (this project was originally approved by voters in a debt-exclusion override). In each case, it was imperative to proceed within the time available for the projects to qualify for substantial State funding; accordingly, debt-exclusion overrides could not be scheduled. At the 2008 Annual Town Meeting, the Woburn Street reconstruction (\$1.4 million, including \$700,000 of the State's Chapter 90 funding) was funded without a debt-exclusion, largely because it would be too much to ask voters to approve debt-exclusions in consecutive years. The authorization at the 2009 May Special Town Meeting

to purchase the Busa property (total cost \$4.197 million) did not require a debt-exclusion vote as it uses CPA funds. Similarly, at the 2010 Annual Town Meeting, the Town Office Building Renovation—a \$1.825 million appropriation, of which \$1.500 million was funded under the CPA—was funded without a debt-exclusion vote. It is important to bear these cases in mind in thinking about major capital investments. Thus, not every big-ticket project, or element of an existing project, is subjected to a debt-exclusion vote. When they are not—with the exception of those using CPA funds—the costs are absorbed within the operating budget, which has significant implications for the financing of other Town needs.

Further, the existence of the Community Preservation Fund (CPF) in Lexington has also resulted in serious debate as to whether, and if so, when CPA-funded Big-Ticket items should be funded with debt. The 2009 Annual Town Meeting approved the purchase of the Busa property using debt. Subsequently, the CPC, BoS, CEC, Appropriation Committee, and Town staff held discussions regarding CPF reserve and debt-versus-cash financing policies and concluded that reserves of \$2 million in the CPF are appropriate. Further discussions recommended short-term bonding for the Busa property, consistent with those policies. This Committee endorsed the policies and the specific bonding for the Busa property. The 2010 Annual Town Meeting approved the purchase of the Cotton Farm property—once again with short-term financing.

The Projects Agenda

Among the big-ticket items Lexington is currently undertaking or may undertake in the future, we note and provide an update here on these from our last-year's report:

- Renovation or reconstruction of the White House. Its future use is uncertain, but given its current state of deterioration, under normal circumstances it will need considerable attention in the near future. (For the time being, we have been told that a total demolition or moving off the current site would not be allowed by the Town's Historic District Commission and that sale or lease of the property to a commercial entity is not planned.) The property is under control of the BoS and, as of this report, it has not designated any use for the site. This year, Article 16(e) requests funds to demolish one part of the house and stabilize the remaining, historic, portion.
- Renovation or replacement of three elementary schools and renovation at the high school. The January 24, 2012, voter referendum approved funds to advance the elementary school projects. The Special Town Meeting on April 2, 2012, will provide final approval of funds for the Estabrook School replacement. Annual Town Meeting Article 16(k) addresses the high school.
- Renovation of the Stone Building at 735 Massachusetts Avenue. No funds are being requested for this project at this Town Meeting.
- Reconstruction of several major arterial roads. There are several arterial roads that need reconstructing, probably through a debt exclusion. There is also the matter of the large amount of work that is needed on our sidewalks—both in the Central Business District (CBD) and elsewhere in Town. While we are not aware, as of this report, of any plans for a debt exclusion for roads or sidewalks, see Article 12(c) for the FY2013 funding.
- Police Station renovations to accommodate improved working efficiencies. No funds are being requested at this Town Meeting.
- Fire station headquarters redesign and renovations. No funds are being requested at this Town Meeting.
- West Lexington Greenway. This is the proposed trail system west of I95/Route 128 to connect the Minuteman Bikeway and the Minuteman National Historic Park. No funds are being requested at this Town Meeting.
- Traffic Mitigation. Minor funds are being requested at this Town Meeting. (See Article 12(l))

The Community Preservation Act (CPA)

On March 6, 2006, Lexington voters approved adopting the CPA for our Town at the level of a 3% surcharge on property taxes. The proceeds under the CPA may be used for various capital projects within the categories of Community Housing, Historic Resources, Open Space, and Recreational Use. (There are limitations in the Act regarding which projects within those categories can be funded under the Act.) According to the CPC's "CPF Account Balances" & "FY2013 Commitments, Projects and Administrative Costs", both updated March 9, 2012, as of July 1, 2011, Town Meeting approved \$25,336,810 of projects that the CPC has recommended to Town Meeting. Of that, \$5,552,441 (21.9%) was for Community Housing, \$6,232,678 (24.6%) for Historic Resources, \$6,483,017 (25.6%) for Open Space, \$2,749,674 (10.9%) for Recreational Use, and \$4,319,000 (17.0%) for pending purpose(s) (i.e., the full approval for the Busa Farm purchase and related expenses). Also, a yearly amount (now \$150,000—and \$580,000 to that date) is for the Administrative Budget—with unneeded funds returned, yearly.

At this time, if all of the CPC-recommended project & debt appropriations (See Article 8) (but excluding the \$150,000 Administrative Budget)—which total \$5,379,092—are approved by this Town Meeting, this would add (with percentages of that projects & debt total) \$1,260,673 (23.4.5%) for Community Housing, \$1,582,401 (29.4%) for Historic Resources, \$1,000,000 (18.6%) for Open Space (i.e., the appropriation for the Cotton Farm purchase's 3rd of 3 debt-service payments), \$605,718 (11.3%) for Recreational Use, and \$930,300 (17.3%) for pending purpose(s) (i.e., the appropriation for the Busa-Farm purchase's 3rd of 3 debt-service payments). *Note: At the time of writing this report, there is no agreement with the owner of the Wright Farm as to its sale to the Town—which would be covered under either Article 9 or 10—so the CPC has not been asked to address whether it would recommend some or all of such a purchase be funded using the CPF; hence that matter cannot be included in this paragraph.*

Our CPA-surcharge funding is eligible for supplemental State funding—which is always based on each town's prior-fiscal-year's property-tax surcharges—although the percentage is not guaranteed. For those communities that have adopted the maximum 3% surcharge—as Lexington has done—when there aren't sufficient funds for a 100% match, the State does a 2nd-round, and potentially 3rd-round, calculation to determine the final supplemental funding.

As the supplements are funded from the State's CPA Trust Funded—which gets its revenue from surcharges on the fees on property transactions at the Registry of Deeds, the full extent of the impact on those fees because of the state of the recovery from the economic recession is unknown and, thus, there is uncertainty about the level of future State-supplement funding. A bill that made good progress in the last session of the State Legislature has been re-filed in the current session. Along with addressing other changes to the CPA, the bill would set the minimum, annual, supplemental percentage at 75%. The bill has 25 co-sponsors in the state Senate and 89 in the state House—a majority in each case. At the time of writing this report, it was in the House Committee on Ways and Means; however, there is no assurance of if and when it would be passed and signed by the Governor.

This has been the history of distributions at the State level under the CPA in the years relevant to Lexington:

For Communities Having Adopted CPA (out of total of 351)					
Year in which supplement distributed	Number	Percentage of Massachusetts	Total of all CPA Surcharges (\$M)	Total Supplement	
				Amount (\$M)	Percentage
FY2008	113	32.2%	\$68.1	\$68.1	100.0%
FY2009	127	36.2%	\$74.1	\$54.6	73.7%
FY2010	135	38.5%	\$78.2	\$31.6	40.4%
FY2011	142	40.5%	\$82.0	\$25.9	31.6%
FY2012	143	40.7%	\$84.8	\$26.2	30.9%
Totals			\$387.2	\$206.4	53.3%

Note: Five communities which have previously voted to accept the CPA will be eligible to receive their first supplement in FY2013.

CAPITAL EXPENDITURES COMMITTEE REPORT TO 2012 ATM & 2012 STM (Apr 2nd)

And here is the supplemental funding received by Lexington from the State, along with a projection for FY2013:

Year in which supplement received	Prior-Year's CPA Surcharge Collected [†]	State Supplement Percentage				Total Suppl Amount
		1st Round	2nd Round	3rd Round	Total	
FY2008 (Actual)	\$2,556,362	100.0%	N/A	N/A	100.0%	\$2,556,362
FY2009 (Actual)	\$2,777,882	67.6%	1.8%	N/A	69.4%	\$1,927,708
FY2010 (Actual)	\$2,931,678	34.8%	0.9%	0.5%	36.2%	\$1,060,390
FY2011 (Actual)	\$3,042,587	27.2%	0.6%	0.4%	28.2%	\$858,729
FY2012 (Actual)	\$3,206,117	26.6%	0.6%	0.4%	27.6%	\$885,463
Total Actual:	\$14,514,626		Received to date:		50.2%	\$7,288,652
FY2013 (Projected)	\$3,342,000	TBD	TBD	TBD	23.0%	\$768,000
Totals including projected:	\$17,856,626				45.1%	\$8,056,652

[†] The "actuals" are the net amounts as used by the State; the "projected" is the Town's projection for the gross collection

At this time, the latest estimate by the Massachusetts Department of Revenue (DOR) with regard to the potential supplement percentage for FY2013 is that the 1st Round should be 22%. (As shown above, our recent experience in the 2nd & 3rd rounds has been an additional 1.0%.) For the FY2013 projections in the above table, we're using the same values as the Town is using (i.e., 23%)—which are shown in the Brown Book (Appendix C, Page C-3).

Although there are other factors that will reduce the size of the State's CPA Trust Fund from which the supplements are made (e.g., its administrative expenses and interest earned on that Fund), the following is a year-to-year comparison of CPA Trust Fund collections at the Registry of Deeds, its revenue source, for the first five months of this Trust-Fund year—the latest data we have been given, so far.

CPA Trust Fund Collections at the Registry of Deeds (\$M)				
Month [†]	FY2011	FY2012	Change	Percentage
Oct	\$2.479	\$2.045	-\$0.434	-17.5%
Nov	\$2.442	\$2.187	-\$0.255	-10.4%
Dec	\$2.530	\$2.364	-\$0.166	-6.6%
Jan	\$2.756	\$2.512	-\$0.245	-8.9%
Feb	\$2.303	\$2.174	-\$0.129	-5.6%
Totals:	\$12.511	\$11.282	-\$1.229	-9.8%

Source: Massachusetts Department of Revenue's (DOR's) Monthly Reports of Collections & Refunds ("Blue Book")

[†] The month of the DOR's "Blue Book". Although fees allocatable to the CPA Trust Fund are collected in each month, the July through April collections are reported in the subsequent month's report, and then the May & June collections are combined and reported in the June report.

We believe the Town-projected supplement for this year is conservative. The 23% rate is 4.6% less than last-year's actual rate. That change represents a 17% reduction of last-year's actual rate—which is more of a reduction than the collections so far for this Trust Year, as shown in the preceding table, would suggest. The Town, however, will receive whatever amount is determined by the DOR—whether more or less than the Town's projection—when the DOR uses the established formula to determine each participating municipality's share of the distribution that is made in October of each year.

As the projected balance in the CPF if all proposed projects and the administrative budget for FY2013 were approved at the amounts in the Brown Book—which differs only with the Cary Memorial Building Project being proposed to be funded at \$75,000 rather than \$550,000—is presently calculated to be at least \$1,975,825 [Discussion, March 9, 2012, with the Assistant Town Manager for Finance]¹, land-acquisition funding, if any, would not be a significant impact in FY2013. Therefore, even a modest reduction from the estimated supplement amount would not be a material consequence. So while the

¹ If Town Meeting should accept this Committee's recommendation that there be no LexHAB set-aside (Article 8(g)) this year, the projected balance would increase by \$450,000 to \$2,425,825.

supplement level has fallen substantially since our first year, we emphasize that even at the DOR's currently estimated 1st Round percentage—which will be bolstered by some, small, increase from the additional Rounds—our Town will continue to receive significant help from the State toward the cost of our CPA-funded projects.

With that estimated balance² after all currently contemplated FY2013 actions, our projection for the CPA funding available for FY2014 would be as follows:

Source	Amount
Projected End-of-FY2013 Balance	\$1,975,825
Estimated FY2014 Surcharge at 3% Rate with ~3.5% increase over FY2012 Budgeted Surcharge	\$3,600,000
Estimate State Supplement Received in FY2014 at ~23% of FY2013 Budgeted Surcharge	\$800,000
Estimated FY2014 Interest Income on the CPF Balance (same as FY2013)	\$17,000
Estimated Total Available for FY2014	\$6,392,825
Less any existing obligations (<i>At the time of writing this report, that likely would only be the debt service if the Wright Farm has been purchased using some or all funding from the CPF. Currently that would be under 2012 ATM Articles 9 or 10.</i>)	TBD
Remaining, Estimated, Discretionary Funding Available in FY2014 with Surcharge at Current Percentage	TBD

Projects are put forth to Town Meeting for action by a Community Preservation Committee (CPC) whose membership, in our Town, is prescribed in the Code of Lexington as follows:

§ 29-23A. There is hereby established a Community Preservation Committee pursuant to Section 5 of Chapter 44B of the General Laws (the “Act”) consisting of nine members. The Board of Selectmen shall appoint three members of the Community Preservation Committee and the following bodies shall each select one of its members for membership on the Community Preservation Committee: the Conservation Commission, the Planning Board, the Recreation Committee, the Historical Commission, the Housing Authority and the Housing Partnership.

Town Meeting only has the options of approval, reduction, or disapproval; it cannot change the purpose, but Town Counsel has provided an opinion that Town Meeting can change the funding mechanism (cash or debt). As with any capital project, the CEC will give our recommendation on each of the projects put before the Town Meeting. (See Article 8)

The CPA provides an alternative funding mechanism for capital projects. *The CPA creates a separate pool of money that can be used for a limited set of projects and cannot be prioritized against the Town's traditional capital needs. It is this dichotomy of funds and debate that is challenging.*

See the CPA Summary in the Brown Book (Appendix C, Page C–3) for a summary of the CPF status as of its publication on March 2nd of this year.

Enterprise-Fund Projects

The Town operates three enterprise funds for revenue-producing activities funded outside the tax levy by user fees (water distribution, wastewater distribution [sanitary sewers], and certain recreation services, such as the golf course, swimming pools, and tennis courts). (Recreational playground equipment, in contrast, is not fee generating, and capital investment for such equipment is therefore funded as part of the small-ticket program.) \$100,000 per year is paid from the Recreation Enterprise Fund for Lincoln Field

² As footnoted on the previous page, without a LexHAB set-aside in FY2013, the end-of-FY2013 projected balance increases to \$2,425,825 that, in turn, would increase the Estimated Total Available for FY2014 to \$6,842,825.

debt service (which is expected to continue until February 1, 2018, when that debt will be retired). Unlike property-tax revenues, enterprise-fund fees are *not* subject to a limit under Proposition 2½.

Coming before this Town Meeting is one Recreation Enterprise-funded project (see Article (11(a)), one project funded entirely with Water Enterprise funds (see Article 13), and two projects funded entirely with Wastewater Enterprise funds (see Article 14). In addition, Water and Wastewater Enterprise Funds are sometimes used to buy heavy trucks and equipment, usually for joint use by the respective Divisions. In FY2013, an F450 truck will be purchased for such joint use by the Water and Wastewater Divisions using both of their Enterprise Funds. (See Article 12(e))

From a capital standpoint, enterprise-funded projects are evaluated in terms of service and cost. For example, Recreation-Enterprise Fund funds have been used to initiate renovations and improvements to the Irving H. Mabee Pool Complex. Approved at the 2010 ATM was Recreation-Enterprise funding for the replacement of the hot-water, ventilation, and exhaust systems, and addressing compliance and safety issues. Funding requested in FY2013 will complete the project—again using Recreation-Enterprise funds.

Revolving-Fund Projects

Revolving funds established under the provisions of Massachusetts General Laws Chapter 44, Section 53E½, must be authorized annually by vote of the Town Meeting. The fund is credited with only the departmental receipts received in connection with the programs supported by such revolving fund, and expenditures may be made from the revolving fund, without further appropriation, for those programs.

Revolving funds are usually expended to cover non-capital costs and, therefore, this Committee normally doesn't report on their annual authorizations. However, as the Town Manager is planning to expend up to \$325,000 in FY2013 under the DPW Compost Facility Revolving Fund for one Capital project, we are including it in this report.

At the FY2011 ATM, under Article 7(a), the surveying, design, and permitting was funded in preparation for the replacement of three deteriorated culverts under the access road to the Hartwell Avenue Compost Facility. This year the construction funds are being requested. (See Article 7)

Small-Ticket Projects

Small-ticket capital projects are funded from the tax levy and do not qualify as big-ticket projects. Generally, they cost between \$25,000 (the minimum qualification for consideration as a capital expenditure—except for those funded by the CPF) and \$1 million, and represent projects that should be funded on a regular, timely basis to maintain Town infrastructure. With the creation of the Department of Public Facilities as well as the Building Envelope “set-aside” passed in the June 2006 operating override, a new emphasis has been placed on continual infrastructure maintenance—a move that this Committee naturally applauds. We continue to work closely with the stewards of our assets to prioritize, plan, and project such work for a period of five years or more.

Five-Year Capital Plan

The table on the next three pages summarizes the five-year capital plan that this Committee is submitting for Town Meeting consideration. It reflects the FY2013 amounts whose appropriation we expect to be requested at the 2012 ATM—as addressed in this report—and the contemplated FY2014–FY2017 requests. We started with what is shown in the Brown Book, Pages XI-21 & 22. Those requests have been updated based on any later information we received and we have made numerous, additional, entries in the out years where this Committee feels funding might well be requested based on earlier studies, design & engineering work, or the existence of a multi-phase project; but where, to our knowledge, there is, often no formal position taken by the Town. In that vein, there are important caveats to that table:

- Please see the footnotes for some information on the status of many of the entries and how this Committee’s position differs from that presented by the Town in the Brown Book.
- As noted earlier in the Executive Summary, there are a very-large number of Big-Ticket Projects facing this Town in the near future—whether for funding by the GF (either within levy or more likely via excluded debt, if approved by the voters) or the CPF—and not all of them are shown in the out-years of this five-year plan (e.g., this Committee has the replacement of the Fire Department’s aerial truck, estimated at \$1 million, as being in FY2019, as just one example). Even without the values of the TBD entries—which will inevitably total many millions of dollars once determined—the total of the now-cited out-year items in our table is \$79.6 million. That total for those 4 years is, on average per year, 42.3% more than the FY2013 request not including the additional funding for the new Estabrook Elementary School. Even with some successful debt-exclusion referendums, that will likely require major reprogramming of those out-year projects. While this Committee appreciates the Town’s concern about citing a very preliminary estimate for a project whose scope and timing are not at all well defined at this point in time—such that any such number or timing may become contentious when later, better-defined, dollar values, execution dates, and planned funding sources are developed—this Committee finds the current approach untenable when there’s a prescribed need to present, evaluate, and make recommendations on the Town’s five-year capital needs. This Committee, therefore, is very pleased to see there is funding in FY2013 to begin the process for developing a formal, Town-wide, Facilities Master Plan for the Municipal facilities. (See Article 16(i)) We continue to urge the Town to present a prioritized and time-phased list of such Big-Ticket Projects and indicate the plan for funding of its current best guess of the likely costs.

CAPITAL EXPENDITURES COMMITTEE REPORT TO 2012 ATM & 2012 STM (Apr 2nd)

CEC FIVE-YEAR CAPITAL PLAN (FY2013–FY2017)¹						
Capital Project Requests (by executing department)	FY2013 Request	FY2014 Plan	FY2015 Plan	FY2016 Plan	FY2017 Plan	Non-TBD Total
Fire						
Software (Police & Fire/EMS)	<i>See joint entry below under Police</i>					
Ambulance Replacement			\$250,000			\$250,000
Fire Pumper Replacement					\$495,000	\$495,000
Aerial (Ladder) Truck Replacement ²						\$0
Portable Radio Replacement			\$50,000			\$50,000
Public Safety Radio Connectivity	\$50,000	TBD				TBD
Subtotal—Fire	\$50,000	\$0	\$300,000	\$0	\$495,000	\$795,000
Information Technology (IT)/Management Information Systems (MIS)						
Head-End Equipment Replacement		\$60,000	\$125,000	\$250,000		\$435,000
MIS Technology Improvement Program		\$140,000		\$64,000		\$204,000
Replace Town-wide Phone Systems	\$591,000	\$146,000	\$255,000	\$52,000	\$204,000	\$1,248,000
Town-wide Electronic Document Managment System	\$145,000	\$60,000				\$205,000
Subtotal—IT/MIS	\$736,000	\$406,000	\$380,000	\$366,000	\$204,000	\$2,092,000
Police						
Software (Police & Fire/EMS) (Joint Entry) ³			\$10,000	\$400,000		\$410,000
Subtotal—Police	\$0	\$0	\$10,000	\$400,000	\$0	\$410,000
Public Facilities						
Town-wide Facilities Master Plan	\$65,000					\$65,000
Public Facilities Grounds Vehicle	\$80,000	\$50,000				\$130,000
Public Facilities Bid Documents	\$75,000	\$75,000	\$75,000	\$75,000	\$75,000	\$375,000
Energy Saving Projects		\$100,000	\$100,000	\$100,000	\$100,000	\$400,000
East Lexington Fire Station Physical Fitness Room ⁴		TBD				TBD
Fire Station Interim Improvements ⁵		\$250,000				\$250,000
Fire Headquarters Replacement/Renovation ⁶				TBD		TBD
Police Station; Renovation and Add-on D&E				TBD		TBD
Municipal Building Envelope and Systems	\$169,711	\$173,954	\$178,302	\$182,760	\$187,329	\$892,056
Cary Memorial Building Upgrade ⁷	\$75,000	\$500,000	\$7,200,000			\$7,775,000
Muzzey Senior Ctr Upgrade-Phase II Construction	\$561,518	\$478,926				\$1,040,444
Community Center				TBD		TBD
Restoration of the Stone Building				TBD		TBD
White House Stabilization ⁸	\$381,000			TBD		TBD
Visitor Center Renovations and Expansion		\$255,000	\$1,402,500			\$1,657,500
School Building Roofing Program		\$157,930		\$396,162		\$554,092
School Building Envelope Program	\$215,000	\$200,000	\$200,000	\$200,000	\$200,000	\$1,015,000
School Building Flooring Program	\$125,000	\$125,000	\$125,000	\$125,000	\$125,000	\$625,000
School Window Treatments Extraordinary Repair	\$50,000	\$50,000	\$50,000	\$25,000		\$175,000
School Paving Program	\$100,000	\$75,000	\$75,000	\$75,000		\$325,000
School Interior Painting Program		\$150,000	\$150,000	\$150,000	\$150,000	\$600,000
Student Svc Rm Mod for Hearing Impaired Students ⁹				TBD		TBD
Extraordinary School Repairs ¹⁰	\$435,000	\$450,000	\$475,000	\$500,000	\$525,000	\$2,385,000
Estabrook Elementary School	\$39,742,248					\$39,742,248
LHS Overcrowding	\$400,000	\$250,000	\$250,000	\$250,000		\$1,150,000
Hastings Elementary School Rebuild/Restore D&E ¹¹					TBD	TBD
LHS Heating Systems Upgrade Phases 2, 3 & 4		\$250,000	\$1,150,000	\$2,250,000		\$3,650,000
Hastings Natural Gas Conversion	\$45,000					\$45,000
Diamond Energy Improvements	\$25,000	\$200,000	\$200,000	\$200,000	\$200,000	\$825,000
Clarke & Diamond Auditorium Upgrades				TBD		TBD
Middle School Science and Performing Arts Spaces	\$35,000	\$465,000	\$175,000			\$675,000
Library Material Handling and Workflow System		\$75,000				\$75,000
Subtotal—Public Facilities	\$42,579,477	\$4,330,810	\$11,805,802	\$4,528,922	\$1,562,329	\$64,426,340
Public Works						
Center Playfields Drainage - Implementation Phase	\$605,718					\$605,718
Mass Ave - Three Intersections Improvement		\$212,500	\$262,500	\$40,000	\$6,000,000	\$6,515,000
Dam Repair	\$260,000	\$10,000	\$100,000	\$400,000		\$770,000
Street Improvements	\$1,956,193	\$1,820,068	\$1,842,305	\$1,865,097	\$1,888,459	\$9,372,122
Estabrook School Off-Site Street Improvements ¹²	\$170,000	\$1,600,000				\$1,770,000
Water Distribution System Improvements	\$900,000	\$900,000	\$900,000	\$900,000	\$900,000	\$4,500,000
Wastewater System Improvements	\$1,200,000	\$1,200,000	\$1,200,000	\$1,200,000	\$1,200,000	\$6,000,000
Town-wide Culvert Replacement	\$390,000	\$390,000	\$390,000	\$390,000	\$390,000	\$1,950,000
Storm Drainage Improvements and NPDES compliance	\$340,000	\$500,000	\$500,000	\$500,000	\$500,000	\$2,340,000
DPW Equipment	\$595,000	\$861,900	\$623,376	\$604,200	\$691,200	\$3,375,676
Hastings Park Irrigation		\$70,000				\$70,000

Continued on next page

CAPITAL EXPENDITURES COMMITTEE REPORT TO 2012 ATM & 2012 STM (Apr 2nd)

CEC FIVE-YEAR CAPITAL PLAN (FY2013–FY2017) (continued)¹						
Capital Project Requests (by executing department)	FY2013 Request	FY2014 Plan	FY2015 Plan	FY2016 Plan	FY2017 Plan	Non-TBD Total
Hydrant Replacement Program	\$50,000	\$50,000	\$50,000	\$50,000	\$50,000	\$250,000
Comprehensive Watershed Storm Water Management Study and Implementation	\$165,000	\$390,000	\$390,000	\$390,000	\$390,000	\$1,725,000
Town-wide Signalization Improvements	\$125,000	\$125,000	\$125,000	\$125,000	\$125,000	\$625,000
Automatic Meter Reading System ¹³		\$707,250	\$546,000	\$546,000		\$1,799,250
Pump Station Upgrade Program ¹⁴	\$100,000	\$100,000	\$100,000			\$300,000
Pump Station Emergency Power Program ¹⁵		\$100,000	\$100,000	\$100,000		\$300,000
Battle Green Area Master Plan—Implementation ¹⁶	\$143,845	\$469,755				\$613,600
Battle Green Area Master Plan—Traffic-Related ¹⁷	\$60,000	\$130,000				\$190,000
CBD Sidewalk/Street Improvement/Landscaping ¹⁸	\$240,000	\$1,300,000	\$1,300,000	\$1,400,000		\$4,240,000
Traffic Mitigation		\$50,000	\$50,000	\$50,000	\$50,000	\$200,000
Sidewalk Improvement	\$300,000	\$400,000	\$400,000	\$400,000	\$400,000	\$1,900,000
Park Improvements - Athletic Fields	\$60,000	\$250,000	\$310,000	\$320,000	\$200,000	\$1,140,000
Concord Avenue Sidewalks	\$250,000	\$2,000,000				\$2,250,000
Subtotal—Public Works	\$7,910,756	\$13,636,473	\$9,189,181	\$9,280,297	\$12,784,659	\$52,801,366
Library						
RFID Conversion Project		\$150,000				\$150,000
Subtotal—Library	\$0	\$150,000				\$150,000
Recreation						
Park Improvements—Hard Court Resurfacing	\$120,000		\$85,000	\$50,000	\$50,000	\$305,000
Center Track Area Reconstruction					\$3,000,000	\$3,000,000
Busa Recreation Use ¹⁹						\$0
Town Pool Renovation					\$1,153,600	\$1,153,600
Pine Meadows Equipment	\$46,000		\$52,000	\$45,000		\$143,000
Athletic Facility Lighting		\$269,469		\$459,370		\$728,839
Pine Meadows Improvements			\$267,000			\$267,000
Park and Playground Improvements	\$65,000	\$80,000	\$65,000	\$65,000	\$65,000	\$340,000
ADA Accessibility Study			\$50,000			\$50,000
Subtotal—Recreation	\$231,000	\$349,469	\$519,000	\$619,370	\$4,268,600	\$5,987,439
Schools						
Technology Capital Request	\$1,002,000	\$1,050,000	\$900,000	\$800,000	\$800,000	\$4,552,000
Systemwide Replacement of Clock and Bell System ²⁰			TBD			TBD
Food Service Equipment ²¹			TBD			TBD
Classroom and Administrative Furniture	\$83,000	\$100,000	\$100,000	\$100,000	\$100,000	\$483,000
Subtotal—Schools	\$1,085,000	\$1,150,000	\$1,000,000	\$900,000	\$900,000	\$5,035,000
Miscellaneous Municipal						
Community Housing on the Leary Property ²²		TBD	TBD			TBD
Community Housing on the Busa Property ²³		TBD	TBD			TBD
Antony Park ²⁴		TBD				TBD
Archives & Records Management / Records Conservation & Preservation	\$150,000	\$20,000	\$20,000	\$20,000	\$20,000	\$230,000
Subtotal—Miscellaneous Municipal	\$150,000	\$20,000	\$20,000	\$20,000	\$20,000	\$230,000
Community-Wide (CPF Funded)²⁵						
Paint Mine Barn Preservation	\$34,770					\$34,770
LexHAB Set-Aside Housing Acquisition ²⁶			TBD			TBD
Buckman Tavern Historic Structures Report/Restore	\$65,000					\$65,000
Historical Society Historic Records Preservation	\$77,268					\$77,268
Lexington Housing Authority Projects	\$810,673					TBD
Land Purchases ²⁷	TBD		TBD			TBD
West Lexington Greenway Corridor			TBD			TBD
Subtotal—Community-Wide (CPF Funded)	\$987,711	\$0	\$0	\$0	\$0	\$177,038
Totals (No Allowance for TBDs)	\$53,729,944	\$20,042,752	\$23,223,983	\$16,114,589	\$20,234,588	\$132,104,183

Note: "TBD" indicates undefined at present, but there is a recognized potential for one or more events in those years.

¹ All fund sources; individual amounts may be below the \$25,000 capital threshold if projected to be funded from CPF.

² Town had shown \$1,000,000 for replacement in FY2015, but later information this Committee has recommends it be in FY2019.

³ Town had proposed \$410,000 for FY2017, but while this Committee would hope that it would be prudent to do this much earlier, it believes the purchase shouldn't slip further than where it had been in last year's Plan, FY2016; therefore, \$10,000 is shown for a study in FY2015 with the balance in FY2016 for the purchase.

⁴ Town had proposed this for FY2016 at \$75,000, but based on the justification and what is thought would be the modest cost, this Committee believes earliest implementation is warranted.

⁵ This Committee has introduced this placekeeper for any yet-to-be-determined improvements needed before the Headquarters is replaced or renovated.

⁶ Town had proposed \$300,000 D&E in FY2014 and \$12,700,000 construction in FY2015, but this Committee believes that is a premature timeline.

Continued on next page

CEC FIVE-YEAR CAPITAL PLAN (FY2013–FY2017) (continued)

⁷ The CPC had recommend at \$550,000. The budget, however, was for just initial funding at \$75,000 (\$50,000 for initial D&E; \$25,000 for support of further public outreach and discussion). Therefore, the balance of the D&E funding in FY2014 is \$500,000 rather than just \$475,000.

⁸ Not included in the Town's budget, but supported by this Committee.

⁹ The Town had this as \$1,790,800 in FY2014, but it's our understanding this yet-to-be-defined program will likely be executed over multiple years—possibly 5.

¹⁰ As has been done over the last 2 fiscal years, there has been funding for individual, extraordinary, projects that were not foreseen. This Committee believes there will continue to be such urgent projects and has indicated funding for them in the out years.

¹¹ Added by this Committee.

¹² The construction estimate is very preliminary as the D&E has not yet been done.

¹³ The start of this 3-phase program was deferred from FY2013 pending further review of the justification and pay-back period.

¹⁴ The Town had this program's funding continuing to FY2017, but it is this Committee's understanding that the originally planned scope would be completed with funding in FY2015.

¹⁵ This has been added by this Committee and is a program which we have been told will begin in FY2013 using, at least, funding from the Operating fund.

¹⁶ The FY2014 amount is a placekeeper from the Plan submitted to the Board of Selectmen, but don't represent any decisions by that Board regarding implementation. It is based on the Plan's 3rd-year total estimate of \$599,755 less the burdened cost projection being shown in the next line for the construction of Traffic Islands & Pedestrian Crossings.

¹⁷ The FY2014 amount is a placekeeper for the burdened cost projection for the construction of Traffic Islands & Pedestrian Crossing from the Plan submitted to the Board of Selectmen, but don't represent any decisions by that Board regarding implementation.

¹⁸ As the pre-D&E construction estimate is \$3.6 to \$4.0 million, to be conservative, the three amounts for construction have been increased so their sum is the upper end of that range. (This line also encompasses what had previously been identified separately as "Lexington Center Connectivity".)

¹⁹ This Committee has zeroed this line as the Board of Selectmen has decided to proceed, at this time, without recreation on the Busa Farm property.

²⁰ While the replacement of the Town-wide Phone System may well accommodate the Schools clock-and-bell needs, this entry is this Committee's recognition that it may take a separate action to meet those needs.

²¹ While most of the food-service equipment is funded from its revolving fund, this entry is this Committee's acknowledgement that some large equipment (refrigeration, freezers, oven banks, and line reconfiguration) would likely need assistance from the GF.

²² The Town had design funding planned for FY2014; this Committee has added a placekeeper for the construction funding in FY2015

²³ This Committee added this placekeeper line for the design and then construction funding of this Community Housing.

²⁴ While this project's funding is anticipated to be by public donations, this entry is a placekeeper in case tax-levy support is needed to complete the funding.

²⁵ There are currently no out-year commitments by the CPC as the outstanding CPF-funded debt service ends with the FY2013 payments. (See the 3rd footnote in the table on Page 7 for those FY2013 debt-service amounts and reference to that year's Administrative-Budget request.)

²⁶ CPC approved, and the budgeted, at \$450,000; not supported by this Committee.

²⁷ At the time of writing this report, negotiations are underway for purchase of the Wright Farm, but there is no agreement yet. Article 9 provides for potential use of the CPF if the CPC should approve any agreement that is reached, and Article 10 provides for purchase solely for conservation if the CPC should approve any agreement for any other

Programs

Conservation and Open Space

The 8-acre Busa Farm off of Lowell Street was authorized by the May 6, 2009 STM using \$4,197,000 from the CPF. The third and final debt payment on the ensuing purchase is this year with funds from the CPF. (See Article 8(k)) The BoS-appointed Busa Land Use Proposal Committee (BLUPC) has studied the potential use of that land. After hearing presentations from advocates for recreation, affordable housing, and community farming, the BLUPC recommended to the BoS (March 14, 2011, report available on the Town website) that the best use would be continued farming with some affordable housing along Lowell Street.

On March 19, 2012, the BoS endorsed the BLUPC recommendation by directing the Town Manager to issue an RFP for farming and to request LexHAB develop a proposal to use approximately ¼-acre of land along Lowell Street for affordable housing. (The option to build a full sized soccer field for Recreation was overruled as it was considered too large for the site.)

It has been presumed that the farm proposal will not ask for additional Town funds, but the LexHAB proposals will request funds at a later date, most likely from the CPF. Since the Town's purchase, the property has remained under lease for farming with the original owner.

The third and final debt payment for the purchase of the Cotton Farm authorized by the 2010 ATM, Article 9, is also being made this year from the CPF. (See Article 8(l))

Conservation is requesting funds from the CPF to restore a historic horse barn that probably housed operations on the adjacent 10-acre Hennessey-field horse ring. That field is under the auspices of the Conservation Commission and is now incorporated into the Paint Mine Conservation area. The barn will be used for storage of supplies and equipment for conservation projects. Restoration work will be done by students in the Minuteman Vocational and Technical School. (See Article 8(b))

Articles before this Town Meeting request funding for purchase of all or part of the 14-acre Wright Farm on Grove Street. Article 9 was submitted by the Selectmen for the Community Preservation Committee; Article 10 submitted by the Selectmen on behalf of the Conservation Commission. The funding and potential use might vary depending on which Article Town Meeting approves. Negotiations are underway with the owners so no purchase price is available for this report. The parcel has been on the Conservation Committee's list of desirable properties for many years and abuts a strip of conservation land at its rear connecting it to the Paint Mine area. Acquiring this property would afford opportunities to access land-locked forested tracts in Burlington. This Committee will issue a separate report with recommendations if the negotiations are completed such that the purchase can be considered by this Town Meeting.

Continuing the prior practice, funds are included in the Administrative Budget of the CPC to enable the Conservation Commission to do preliminary appraisals and land surveys. (See Article 8(m))

With regard to the West Lexington Greenway Corridor, "the 2007 ATM voted \$125,000 from the CPF to hire an engineering firm to create a Master Plan for the entire West Lexington Greenway Corridor with a focus on creating a new pedestrian and bicycle trail through conservation land by connecting the Minuteman Bikeway with the Battle Road Trail. The planning and engineering firm Vanasse Hangen Brustlin, Inc. (VHB) was hired and, to date, VHB has completed a Draft Master Plan and Draft Preliminary 25% Design Drawings for the proposed Minuteman Bikeway and Battle Road connector trail. The Final Master Plan and 25% Design Plans are pending incorporation of final comments from the West Lexington Greenway Task Force by VHB." (Source: CPC, March 19, 2012)

Senior/Community Center

The current Senior Center is located at the Muzzey Condominiums. In addition to senior activities, the Center houses the Town's Human Services Director and the Veterans Services Agent's office.

A DPF-directed study by Bargman, Henrie and Archetype (\$45,100 under 2010 ATM, Article 8(o)) produced a report in May 2011 entitled "Muzzey Senior Center Life Safety Improvements" which noted areas of concern in the present Senior Center and recommended several infrastructure improvements, which will proceed in two phases. Phase 1, funded from the CPF, is to do the D&E—including construction documents for both phases—and to fund a new stairway to the Center, install the limited use/limited access (LULA) elevator, and upgrade the lighting. (See Article 8(c)). It is anticipated that there will be an FY2014 request, also from the CPF, for Phase 2 that will upgrade HVAC, improve space utilization, and modify hardware and toilets to conform to Massachusetts Architectural Accessibility Board (MAAB) standards.

There is some community interest in having a larger space that incorporates a multi-generational-focused community center, but as yet, neither the true level of interest within the Town or a suitable site has been determined.

Fire

The Fire Department uses industry standards and its own experience to establish the replacement schedule for its capital equipment. Unlike many pieces of Town equipment, fire engines and medic (rescue-ambulances) trucks are partially custom-made and equipped, require very detailed specifications, and typically require many months between placing the order and the delivery and acceptance of a piece of equipment.

The mission of the Fire Department in the 21st century has shifted beyond traditional firefighting to emergency services, homeland security, and community education—with our firefighters now being trained for Emergency Medical Services (EMS) and Advanced Life Support (ALS). The equipment to perform these missions has changed with new technologies for firefighting and communications, yet the basic pumper truck, ladder truck, and rescue-ambulance are still essential to the mission.

Lexington must continue to replace its aging equipment and retain back-up capacity. The table below includes the forecasted need for replacing major capital vehicles in the current inventory.

The Town's 5-Year Capital Budget for FY2013-FY2017 contains only one fund request for the Fire Department in FY2013—and it's one that also will be looking at the same needs of the Police and Public Works Departments: To engage a communications consultant to assess the current communication needs and make recommendations for solutions to address those needs. (See article 12(a))

That Budget indicates funding for D&E of a replacement for the existing Headquarters Fire Station, located at 45 Bedford Street, will be requested in FY2014—with funding for construction following in FY2015. (You'll see in this Committee's Five-Year Capital Plan that we find that timing is premature.) Whether the replacement will be renovation and expansion of the existing building, a teardown and completely new construction, or construction of a new building at a different location, will be decided by the BoS later this year. The BoS commissioned a study, using FY2012 operating funds, of the Fire Department which will review Fire Department operations, staffing and facility requirements. The operations-and-staffing segment of the study is expected to be completed next month; the review of facility needs will not be available until this fall. (As you'll see in our Five-Year Capital Plan, this Committee has moved the Fire Headquarters capital funding under Public Facilities, rather than remaining under the Fire Department, to be consistent with our belief that projects should be grouped with the entity that will execute them—rather than the entity that might be the "customer". We encourage the Town to use the same philosophy in its future Capital Budgets.)

The 2011 ATM approved funding (under Article 13(k)) for interim repairs to the main equipment floor, which included pressure treated timber cribbing to support the floor, a new concrete slab and an epoxy coating. The cribbing and new slab are in place; the epoxy coating will be applied later this year.

Major Capital Equipment

Following is the current inventory of the Fire Department's major, capital-equipment, vehicles¹—ordered by the year of the currently-projected replacement funding:

Projected Replacement Funding	ID	Type	Make	Model Year Purchased	Put-in-Service Date	Originally Projected Useful Life (Years)	Original Cost
Not Applicable ²	S-1	Bucket truck	International	1984	1984		Likely on the order of \$63,000; but not confirmed
FY2015	M-2	Ambulance	Chevrolet/Lifeline	2006	Apr 2006	10	\$165,000
FY2017	E-4	Pumper	Ferrara/International	2003	Jul 2003	20 ³	\$210,000
FY2018	F-1	Brush Truck	Chevrolet Kodiak	2008	Oct 2008	10–12	\$80,000
FY2018	F-2	Brush Truck with Skid Unit ⁴	Chevrolet 3500	2008	Nov 2008	10–12	\$60,557 (truck \$31,058; skid unit \$29,499)
FY2018	M-1	Ambulance	Chevrolet/Lifeline	2009	Jul 2009	10	\$204,000
FY2019	L-1	Aerial	Emergency One/Cyclone	2000	Jun 2001	20	\$588,000
FY2020	E-3	Pumper	Emergency One/Typhoon	2004	Jan 2005	20 ³	\$345,000
FY2021	M-3	Ambulance	Ford/Horton	2012	Mar 2012	10	\$251,199 ⁵
FY2027	E-1	Pumper	Ferrara/Intruder II	2007	Apr 2008	20 ³	\$389,000
FY2030	E-2	Pumper	Ferrara/Inferno	2010	Aug 2010	20 ³	\$544,034 ⁶

¹ Includes ID series "E" (pumpers), "F" (Forestry), "L" (ladder), & "M" (Medic)(also known as Rescue). Not included are ID series "C" (cars), "H" (trailer), "S" (service vehicles, including trailer), and a light unit as they are funded from the operating budget with one exception: S-1 is a capital-equipment item, but see footnote 2 for why it is not in the capital-replacement schedule.

² This truck is used to service the remaining wired fire-alarm circuits. (Its bucket was transferred over from a 1969 model-year truck that had been in the inventory.) It is not included in the replacement schedule as the Department is in the process of decommissioning (and removing) those wired circuits. When that is completed—which is now hoped to be completed this calendar year—it will be removed from service, sold following the surplus-equipment procedures, and not replaced. (The delay in the decommissioning and removal reflects that work is done by department personnel on overtime and also is weather dependent.)

³ Of the 20 years, it is expected that 10 will be spent as a front-line unit and 10 as a reserve unit.

⁴ The "skid unit" (containing a tank and pump assembly) may outlast the truck. If it does, it would be transferred to the replacement truck with, most likely, just the need to overhaul or replace the pump—which this Committee expects would be funded in the operating budget. If it doesn't and there's a need to replace both the truck and the entire "skid unit", this Committee expects the combination would be requested as a package for funding in the capital budget.

⁵ Net cost was \$241,199 (\$251,199 less \$10,000 for the trade-in for old M-3), but gross cost being listed as future status of a trade-in is unknown—plus it's expected any purchase ~8 years out will, as with all the other out-year purchases, be at a much higher cost.

⁶ Net cost was \$499,034 (\$544,034 less \$45,000 for the trade-in for old E-3), but gross cost being listed as future status of a trade-in is unknown—plus it's expected any purchase ~17 years out will, as with all the other out-year purchases, be at a much higher cost.

Fire Department 5-Year Capital Appropriation History (All Sources)

	FY2008	FY2009	FY2010	FY2011	FY2012
Fire Trucks	\$80,000		\$500,000		\$240,000
Rescue-Ambulances		\$200,000			
Fire-Department HQ ¹	\$35,000	\$40,000	\$100,000		
Fire-Hydrant Replacement ²	\$50,000	\$50,000			
East Lexington Fire Station		\$47,500			
Wireless Fire Alarms	\$142,000				
Munroe Center Evaluation	\$35,000				
Munroe Fire-Protection System ³		\$579,550			
Fire-Monitoring of Historic Houses	\$18,120				
Police & Fire/EMS Mobile Computerization ⁴		\$156,000			
Self Contained Breathing Apparatus				\$260,000	
Fire HQ Alarm Receiver				\$30,000	
Firefighter Protection Turnout Gear					\$88,000
Totals	\$360,120	\$1,073,050	\$600,000	\$290,000	\$328,000

¹ Women's Shower (FY2008); Redesign Study (FY2009 & 2010 [includes \$29,700 CPF])

² Includes \$25,000 each year from Water Enterprise Fund

³ CPF (Ultimately completed for \$345,325)

⁴ Joint with Police (shown in both departments)

Police

The Lexington Police Department, which provides public safety services through a team of dedicated police officers, detectives, dispatchers and support staff, is supported by the Town's Capital Program in the areas of communication systems, computer systems, and improvements to the facility in which it is housed.

The FY2013 Capital Budget contains no funding for Police Department capital projects

We note that the Town's proposed 5-Year Capital Plan contains a project for the D&E related to a renovation and add-on to the existing Police Station located at 1575 Massachusetts Avenue, although the funding year and cost are not included in the Brown Book. (As discussed above with the Fire Headquarters Building Replacement, our Five-Year Capital Plan has this line under the Public Facilities Department.)

Both the Police and Fire Departments have explained to our Committee the burdens they face with the current, primitive, software used to track and report on their activities. The results are inefficient use of personnel because of the need for extensive manual tabulation and the lack of the sophisticated reporting that is essential in today's environment. The project proposal was originally drafted on September 15, 2008—based on the 2004 Public Safety Staffing Review which recommended replacing the software with one that would better meet the current needs of the Police and Fire Departments. A software-improvement project is included by the Town for funding in FY2017; however, this Committee is concerned that this project is being continually slipped. It was projected to have study funding in FY2014 (\$10,000) with purchase in FY2015 (\$400,000) in the Town's FY2011–FY2015 Capital Plan. Last year the Town projected a single funding of \$410,000 (presumably study and purchase) for FY2016, and this year the same single funding has been slipped to FY2017. Therefore, it appears that a long-standing Public-Safety communications problem would not be addressed for at least five more years. While this Committee appreciates the Town's position that their on-going coordination with those same departments in other municipalities will identify when there is an enhanced, viable, alternative software available, this Committee considers that a more-aggressive, formal, approach should be taken. To that end, our Plan shows \$10,000 in FY2015 and \$400,000 in FY2016.

Police Department 5-Year Capital Appropriation History (All Sources)

	FY2008	FY2009	FY2010	FY2011	FY2012
Police & Fire/EMS Mobile Computerization ¹		\$156,000			
Police Station Space Preservation & Needs Study			\$45,000		
Police Station Ventilation System ²				\$31,700	
Totals	\$0	\$156,000	\$45,000	\$31,700	\$0

¹ Joint with Fire (shown in both departments)² CPF***Library***

Restoration work to, and updating the Massachusetts Historical Commission Inventory on, the Stone Building (former East Lexington Library Branch), including a new roof, gutters, aluminum siding removal, painting, and window glazing, were completed in 2010 using \$202,933 from the CPF under 2010 ATM, Article 8(q). Although the Historic Structures Report on which this work was based recommended a small addition to the rear, those plans were not acted upon as the Town has not yet determined a new use for the building. The building continues to be maintained by the DPF under the oversight of the Cary Library Board of Trustees.

In December 2010, architects Adams and Smith were hired to study how operations at the Main Library could be improved (\$25,000 under 2010 ATM, Article 12(q)). Funding of \$100,000 for recommended changes was approved under 2011 ATM, Article 13(l). The recommendations include changes to the workflow and ergonomics. The Library also aspires to use a system of radio-frequency identification (RFID) tags for material check-in/out. Neither project has a funding request before this Town Meeting.

Public Works

The Department of Public Works (DPW) is the maintenance agent for all Town facilities with the exception of buildings—which are assigned to the Department of Public Facilities (DPF)—and is responsible for the execution (i.e., design, bidding, construction, and project management) of DPW projects. To accomplish its mission, the DPW is organized around seven elements: Administration, Engineering, Highway Division, Public Grounds Division, Environmental Services Division, Water Division, and Sewer Division.

Major components of DPW's FY2013–FY2017 capital projects include:

- Road and sidewalk construction
- Water distribution and wastewater systems improvements
- Traffic control and mitigation
- Storm-water control and management
- Public-grounds improvements
- Trucks and heavy equipment necessary to accomplish the DPW mission

DPW's capital needs—except CPA, Revolving-Fund, or Enterprise-Fund projects—must be funded by the general tax levy and/or voter-approved debt exclusions. Almost all construction projects for the wastewater (sanitary sewer) system and for the water-distribution system are funded from Enterprise Funds. Likewise, large trucks and heavy equipment used in support of the wastewater and water-distribution systems are funded by Enterprise Funds.

Engineering

Engineering for all DPW projects is either done “in house” or contracted to outside consulting and/or design firms. In addition to supporting on-going DPW work, Engineering will oversee the design of three “high-visibility” projects. (See Articles 12(i), (n), and (o))

Roads

Lexington has a total of 201 miles of roads, including State and unaccepted roads. That total consists of 138 miles of public roadways, 17 miles of unaccepted roadway and 46 State highway miles—all numbers approximate. DPW maintains the public roadways; the remainder being maintained by the private owners or the State. The estimated replacement cost of the 138 miles of public roadways is in excess of \$85 million, in FY2011 dollars.

Funding for roads is a combination of State Chapter 90 funds and Town funds. (See Article 12(c))

In April 2010, the Town retained Fay, Spofford & Thorndike (FST), a civil-engineering consulting firm, to develop and implement a Pavement Management System (PMS) for its public roadways and its bike trail (approximately 5.5 miles). The study was completed in November 2010. The comprehensive study developed an extensive roadway database describing actual pavement conditions and roadway characteristics in order to better understand future roadway-funding requirement (A more detailed analysis of the report is contained in this Committee's report to the 2011 ATM.) This Committee was extremely pleased to see the study as it provides a quantitative basis for determining the condition of the pavements that the DPW maintains. That information, along with recognition of pending associated impacts on our pavements (e.g., cuts for utilities work, construction for storm-water and wastewater system improvements, sidewalk-related projects, etc.) offers the promise of an even-more productive and cost-effective program going forward. The majority of this committee is pleased that additional tax levy funding will be provided in FY2013, as it was in FY2012.

Sidewalks

Currently the town has approximately 63 miles of sidewalks. Because the upgrading and extension of many of these sidewalks was long overdue, the BoS appointed a Sidewalk Advisory Committee in spring 2005. Maintenance of sidewalks is expensive, and issues of obstructions, easements, and objections from residents burden construction of new sidewalks. That committee's overall policy is to develop a prioritized sidewalk construction plan focusing on the Safe Routes to School Program, other high-pedestrian-traffic routes, and high-walking-hazard streets.

The FY2013 funding request will allow the accomplishment of projects outside the CBD, chosen through the cooperation between the Sidewalk Committee and the DPW. Work under that plan includes constructing new sidewalks and rebuilding/repaving existing sidewalks; all work will be ADA Compliant. (See Article 12(k))

Currently, there are no sidewalks along Concord Avenue from Spring Street to Waltham Street. Funding is requested for the survey and design of such a sidewalk. (See Article 12(l))

Town-wide Signal Improvements

Many of the Town's signals are outdated and sometimes malfunctioning. A DPW Engineering Division study, funded with Traffic Mitigation funds, has identified those locations most in need of improvement, after assessment of condition, signal timing, delays, ADA requirements, etc. (See Article 12(j))

Water Distribution System

Many of the Town's water mains were installed in the early 1900s and need to be replaced or cleaned and lined. For a number of years, the Town has been systematically improving the system in order to improve water quality, pressure, and fire-protection capabilities, and to reduce frequency and severity of water-main breaks.

At the time of the 2011 ATM, DPW had available funding for two or three year of construction work; therefore, no funds were requested in the FY2012 budget. The backlog of design and engineering work has now been reduced to the point where funding is appropriate in FY2013. Funding requests are anticipated each year during the balance of the 5-Year Capital Plan. (See Article 13)

Heavy equipment and trucks used by the Water Division are procured with Water Enterprise funds. Where equipment is shared with the Sewer Division, the costs are shared. In FY2013, the Water Division will cover half the cost of a new dump truck that will be shared with the Sewer Division. (See Article 12(e))

This Committee is concerned that out-years funding is not based on a more quantitative basis where the remaining useful life of all components of the system are taken into consideration; we understand that Engineering is in the process of augmenting their facility data with additional parameters (e.g., materials, age, etc.) that will enhance the ability to be proactive in their improvements program on a quantitative, predictive, basis—which will replace the current, level-funding, approach. We recognize that capital expenditures for the water system do not impact property taxes, but they do affect every resident and business through the water rates.

To improve meter-reading efficiencies, the Town is considering installing an Automatic Water-Meter Reading System based on the results of a study funded by the 2009 Annual Town Meeting (described in our report to that Meeting under Articles 16(b) & 17(c), and as noted there, funded there under Article 5). Funding for Phase 1 of a 3-phase implementation plan was included in the proposed FY2011 capital budget (described in our report to that Meeting under Article 13(c)), but as that study had not been fully vetted, Town Meeting Indefinitely Postponed that action. No funds were requested in the FY2012 budget. No funding is being requested in FY2013, but the Town's 5-Year Capital Requests indicate funding may be requested in FY2014.

Hydrant System

The FY2013 funding for hydrant replacement is evenly divided between Tax Levy funds and Water-Enterprise Fund retained earnings. (See Article 12(b))

Wastewater System

The wastewater (sanitary-sewer) system, like the water-distribution system, has sections that date back to the early 1900s. Due to age-related deterioration, some sections are susceptible to storm-water infiltration which increases the total flow to the Massachusetts Water Resources Authority (MWRA) treatment system, resulting in increased charges to the Town, and causing overloading of parts of the system. There is an ongoing program of investigating, evaluating, replacing and repairing sections of the system. (See Article 14(a))

The wastewater-system funding request every year was developed in a manner similar to that done for the water-distribution. (See comment above under Water Distribution.)

The wastewater system has 10 pumping stations that need continual maintenance and periodic updating and which the Sewer Division has been upgrading. Six stations have been upgraded with funding appropriated through FY2012. With the requested FY2013 funding, two of the smaller stations will be upgraded, leaving two larger stations to be completed in FY2014 & FY2015. (See Article 14(b)) (As this upgrade program has no need for the \$100,000 shown for FY2016 & FY2017 in the Town's 5-Year Capital Plan, that funding has been removed from our Five-Year Capital Plan.)

This Committee has been advised that only one pumping station (the main station) has backup electrical-power-generation capability and that during the 2011 "Halloween day" snow storm, several of the pumping stations were without power so even using portable generators, it wasn't possible to keep four of them from overflowing. Therefore, this Committee considers the funding and installation of emergency generators at other pump stations should be funded and executed as soon as possible. We are pleased to report that DPW has made plans to accomplish that. They have identified the other strategic stations and, with a combination of available Capital funds and their Operating Budget, this important enhancement can begin in FY2013.

Heavy equipment and trucks used by the Sewer Division are procured with Sewer Enterprise funds. Where equipment is shared with Water Division, the costs are shared. (See Article 12(e))

Dam Repair

The State Department of Conservation and Recreation mandates inspection every five years of dams that are rated significant hazard dams. An engineering study in 2010 of the Butterfield Dam on Lowell Street revealed significant potential problems with the dam. The 2011 ATM funded the Phase I engineering and construction and partial Phase II engineering. (Funded there under Article 10(a).) FY2013 funding is requested for continued Phase II engineering, construction services and the construction of Phase II improvements. (See Article 12(g))

Storm-Water Drainage and National Pollution Discharge Elimination Systems (NPDES)

Storm drains which line the Town's streets occasionally fail due to heavy loads passing over them and/or loss of supporting soil around them, creating holes in the street. In addition, as streets are repaired and repaved, it is frequently discovered that the storm-drainage system is seriously deteriorated. Concurrent drainage system repairs are required to prevent further deterioration of a failing condition and to protect newly paved secondary streets. It is also necessary to study and repair drains where overflow conditions develop and/or complaints are received. (See Article 12(h))

Culvert Repair

The 2011 ATM appropriated \$65,000 for the review, design, and permitting for repairs to the three culverts under the access road to the Hartwell Avenue Compost Facility. The FY2013 request funds the replacement of those three culverts and for repairs to culverts identified in storm drainage studies. (See Articles 7 & 12(d), respectively)

Comprehensive Watershed Storm Water Management Systems

The Town must maintain its 18 brooks, three watersheds, and its numerous wetlands in a condition such that they do not reduce the volume of water that can be handled by our storm-drainage systems. Sediment and broken tree limbs impede the flow of water and cause flooding and damage to private property, thus creating liabilities for the Town.

The FY2013 request is, first, for funding to complete the third of three studies partially funded in FY2010 (described in our report to that Meeting under Article 15(c)) and, again, in FY2012 (described in our report to that Meeting under Article 10(l)) by developing the plan for the Mystic River Watershed, and then to begin the design of non-culvert projects that DPW has already identified. (See Article 12(f))

Public Grounds

The Town has approximately 630 acres of land in a total of 110 parks, playgrounds, conservation areas, athletic facilities, school grounds, and historical sites. In addition, Town staff administers and maintains four cemeteries with a combined area of a little over 30 acres. The Forestry staff maintains approximately 10,000 trees along roadways and an indeterminate number of trees, shrubs, and plantings on Town-owned land.

There is no FY2013 funding requested for Public Grounds. A \$70,000 project for a sprinkler system at Hastings Park was deferred—as it had been in the FY2012 budget.

Minuteman Bikeway

The 11-mile Minuteman Bikeway, which was opened in 1993, runs from the Alewife MBTA Station to the railroad Freight House in Bedford. About half the total length of the Bikeway lies in Lexington. The DPW's Public Grounds Division maintains the Lexington segment.

The Town's 5-Year Capital Plan carries no capital projects related to the Bikeway.

DPW Equipment

DPW has approximately 160 pieces of equipment, of which 100 pieces had an individual acquisition cost in excess of \$25,000; therefore, their replacement would normally be subject to this Committee's review. The total acquisition cost of the 160 pieces was approximately \$6.8 million. To replace the fleet today would cost an estimated \$11 million.

DPW has developed a well-conceived program of replacing the older, less fuel-efficient and high-maintenance-cost equipment with standard, off-the-shelf vehicles and equipment that will last longer and cost less to maintain and operate. Replacement of equipment with acquisition costs under \$25,000, and all automobiles, is funded with operating funds. The current 5-year equipment-replacement schedule projects annual costs of about \$600,000 per year, in FY2012 dollars. FY2013 requested procurements are consistent with that replacement schedule. (See Articles 12(e), 13, & 14)

DPW 5-Year Capital Appropriation History (All Sources)

	FY2008	FY2009	FY2010	FY2011	FY2012
Capital from Tax Levy & Chapter 90 Funds[†]					
DPW Equipment	\$523,300	\$510,000	\$520,923	\$400,384	\$365,000
DPW Facility	\$25,480,000				
Street resurfacing & reconstruction	\$1,320,000	\$1,925,000	\$1,238,125	\$1,376,578	\$1,546,602
Street light/traffic mitigation	\$50,000	\$50,000	\$50,000	\$217,000	\$87,000
Drains/dams/brook cleaning	\$460,000	\$160,000	\$160,000	\$270,000	\$770,000
Town Building Envelope	\$150,000				
Sidewalk/bikeway improvements	\$350,000	\$275,000		\$340,000	\$200,000
Geographic Information System			\$84,000		
Street Acceptance—Pitcairn Place			\$125,000		
Comprehensive Watershed Study			\$110,000	\$110,000	\$50,000
Hydrant Replacement	\$25,000	\$25,000	\$25,000	\$25,000	\$25,000
Public Grounds					\$35,000
Totals	\$28,358,300	\$2,945,000	\$2,313,048	\$2,738,962	\$3,078,602
[†] FY2009 was the first year that Capital Projects for both Municipal and School facilities were submitted by the then-new Department of Public Facilities. See the Public Facilities Appropriation History later in this report for its FY2009 and following-years appropriations—which includes items for the Municipal & School Facilities.					
Capital from Enterprise Funds					
Wastewater					
Sewer System	\$1,300,000	\$1,200,000	\$1,200,000		\$1,200,000
DPW Equipment			\$263,500	\$45,000	
Geographic Information System	\$102,300	\$22,122	\$14,400		
Automatic Water-Meter Reading System			\$25,000		
Pump station upgrades	\$100,000	\$100,000	\$100,000	\$100,000	\$100,000
Sewer Totals	\$1,502,300	\$1,322,122	\$1,602,900	\$145,000	\$1,300,000
Water					
Water Mains Relining	\$1,800,000	\$1,800,000	\$900,000	\$900,000	
DPW Equipment			\$119,000	\$57,420	
Automatic Water-Meter Reading System			\$25,000		
Geographic Information System	\$31,210	\$33,183	\$21,600		
Hydrant Replacement	\$25,000	\$25,000	\$25,000	\$25,000	\$25,000
Rehabilitate Standpipes				\$160,000	
Water Totals	\$1,856,210	\$1,858,183	\$1,090,600	\$1,142,420	\$25,000
Capital from DPW Compost Operating Revolving Fund					
Culvert Replacement					\$65,000
Revolving Fund Totals	\$0	\$0	\$0	\$0	\$65,000

Public Facilities

The Department of Public Facilities (DPF) is responsible for the coordination and care of all Town-owned buildings inclusive of those under the control of the BoS, Town Manager, Library Trustees, and School Committee. Expenses associated with the DPF staffing, maintenance (including preventative maintenance), custodial services, capital-project management, utilities, landscaping and grounds (at schools only), and building rentals are the responsibility of this department.

The DPF is organized around four areas of responsibility: Administration, Project Management, Facility Maintenance and Repair, and Custodial Services. Administration is responsible for the administration of the Department. Project Management is responsible for major capital renovations and providing staff support to the Town's Permanent Building Committee for new construction. Facility Maintenance and Repair is responsible for the maintenance and repair of all the facilities listed below. Custodial Services is responsible for custodial services in all those facilities.

DPF is responsible for buildings at 22 locations: Town Office Building, Cary Memorial Building, Police Station, Fire Department Headquarters, East Lexington Fire Station, Samuel Hadley Public Services Building, Stone Building (previously used as the East Lexington Library), Cary Memorial Library, Visitors Center, Council on Aging Facility (Senior Center in the Muzzey Condominiums, 1475 Massachusetts Avenue), Westview Cemetery, the White House, 9 schools, and the Schools Central Administration (in the old Harrington School).

DPF has taken a systematic approach to solving problems that affect both Municipal and School buildings, including roofs, flooring, building envelope, and school paved parking and sidewalk areas. During FY2012, DPF refined its estimates for these programs, which in some cases—from this Committee's perspective—should be more on-going maintenance than capital expenditures. However, as the needs exist and the work will be funded by Tax Levy dollars, we support these projects being in the FY2013 Capital Budget—although we would look for them to eventually transition into the Operating Budget. (See Articles 16(a), (d), (f), and (l))

Funds are also requested for an evaluation of the Middle Schools Science and Performing Arts spaces. (See Article 16(b)) Lexington High School Overcrowding Phase II Renovations will somewhat alleviate the overcrowding condition. (See Article 16(k))

Two projects address energy improvements at Diamond Middle School and Hastings School. (See Articles 16(c) and (h)) Funds are requested to replace two vehicles that are beyond their useful life with two trucks more appropriate to their use in grounds maintenance. (See Article 16(j))

The FY2013 Capital Budget includes funding for a long-overdue Town-wide Facility Master Plan and funds that will allow the DPF to prepare bid documents for small School Department projects that may be funded in FY2014. This advance preparation is necessary in order to permit construction to take place in the 2013 summer-vacation period. (See Articles 16(g) and (i))

With regard to the White House Stabilization project prepared by the DPF, while the Warrant includes a sub-Article for it, the project does not—at the time of this report—have a proposed funding. (The Brown Book cites its funding as “TBD”; there is no narrative of the project.) This Committee, however, understands the proposed scope and projected cost, and supports the work being funded (and we understand to be done) in FY2013—even using the GF, rather than the CPF, as the CPC did not support it for this Town Meeting. (See Article 16(e))

Public Facilities 5-Year Capital Appropriation History (All Sources)¹

Program	FY2008	FY2009	FY2010	FY2011	FY2012
Municipal					
Library Material Handling System Design					\$100,000
Building Envelope		\$153,750	\$157,594	\$161,534	\$165,573
Munroe School Fire Protection		\$579,550			
Fire Headquarters		\$40,000	\$70,300		\$450,000
East Lexington Fire Station Kitchen Upgrade			\$75,000		
Town Office Building Renovation				\$325,000	
Schools					
Building Envelope		\$265,000	\$376,500	\$272,400	\$1,298,000
Mechanical/Elec/Plumbing		\$1,340,000	\$390,000	\$50,000	
Landscaping/Paving		\$65,000	\$120,000	\$175,000	\$250,000
Interior Renovations		\$365,000	\$305,000	\$174,000	\$75,000
Bridge/Bowman D&E				\$750,000	\$280,000
School Improvements				\$378,000	\$645,000
Totals		\$2,808,300	\$1,494,394	\$2,285,934	\$3,263,573

¹ FY2009 was the first year that Capital Projects for both Municipal and School facilities were submitted by the then-new Department of Public Facilities. Previous facilities' Capital Projects were presented separately by the DPW and the Schools—and are still shown in their Appropriation Histories.

² FY2009 & FY2010 fundings were for D&E; FY2012 funding was for repair of the main equipment floor.

Recreation

Recreation Department programs are funded from three sources:

- Tax Levy (e.g., used for neighborhood playgrounds, athletic fields, and basketball courts improvements)
- Recreation Enterprise Fund (e.g., used for fee-based activities such as Pine Meadows Golf Course, Irving H. Mabee Pool, Old Reservoir, and tennis courts)
- Community Preservation Funds (e.g., preservation of recreation facilities, including those for fee-based activities)

Fee collections for Enterprise Fund-based activities are weather dependent and can vary from year to year. The Recreation Enterprise Fund makes annual debt-service payments of \$100,000 per year for Lincoln Fields (ending in February 2018) and \$30,000 for the Valley Tennis Courts (ending in February 2013), and an annual indirect payment to the Town (\$223,600 in FY2013).

Community Preservation Fund monies have enabled some large projects to be fulfilled, which otherwise might not have been financially viable. Most significant in terms of funding is the Center Playfields Drainage Project that, with the last funding that's before this Town Meeting, will have been authorized approximately \$2.39 million over 3 years.

At this town meeting, Recreation-related funding requests include the last funding for that Center Playfields Drainage (see Article 8(e)); and for a fairway mower to be used at the Pine Meadows Golf Course, resurfacing and striping the center track, the Adams School playground, and a new in-ground irrigation at several places to complete coverage of those areas (see Article 11).

Recreation 5-Year Capital Appropriation History (All Sources)

Program	FY2008	FY2009	FY2010	FY2011	FY2012
Athletic Fields	\$50,000	\$177,000	\$70,000	\$50,000	
Playgrounds & Tot Lots		\$75,000			
Golf Course			\$200,000		
Swimming (Old Res & Center) [†]		\$60,000	\$569,000	\$25,000	
Tennis & Basketball	\$235,000	\$60,000			
Center Playfields Drainage				\$875,173	\$911,863
Town Pool Renovations					\$165,000
Totals	\$285,000	\$372,000	\$839,000	\$950,173	\$1,076,863

[†]\$20,000 of the FY2009 appropriation was not used as the FY2010 appropriation incorporated that same scope.

Schools**Overview**

The Lexington Public Schools provide educational, athletic, and club activities for 6,375 students in grades K–12. (A year earlier, the total was 6,340.) Pre-school programs are also offered at the elementary schools. Enrollment figures are those as of October 1st as required by the State's Department of Elementary and Secondary Education for each academic year. For October 1, 2011, in the six elementary schools there were 2,816 students (versus 2,830 the year before), in the two middle schools the total was 1,608 (versus 1,515 the year before), and the high-school number was 1,951 (versus 1,995 the year before). So, it's the increase in the middle schools that drives this year's overall total to have a net increase of 35 students.

In addition to the six elementary-school buildings, and two middle-school buildings, the high school is a complex of four, freestanding, academic buildings and a field house. Central Office ("Administration") personnel and services are located in what had been the old Harrington School. The maintenance of those fourteen buildings is overseen by the DPF.

School Technology Program

There is a long-term plan to upgrade technology throughout the schools by replacing the oldest computers, peripherals, projection systems, network-delivery systems, and other associated hardware and software. This year's request—which continues the annual requests in support of that plan—includes, as one of several improvements, the first year in a three-year program to provide interactive whiteboards with integrated projection systems for enhanced educational instruction in the 213 of the 294 Grades 3–12 classrooms that don't already have that capability. (It's expected about 65 of the 213 classrooms would get the capability within the FY2013 funding; the rest in FY2014 & FY2015 funding.) (See Article 15(a))

Classroom and Administrative Furniture

On an annual basis the school department replaces and/or repairs old or outdated furniture such as student and teacher desks, chairs, tables, filing cabinets and other basic furnishings. This year's request will address a portion of these items system-wide based on prioritized needs determined by school staff. (See Article 15(b))

Equipment

Food-service operations in all schools serve hot and cold meals to thousands of students each school day. It is essential to purchase and maintain equipment for preparing and maintaining cooked items and that provides for safe distribution. The food-service operations are contracted to a private vendor, but the purchase of equipment is the responsibility of the school system.

School 5-Year Capital Appropriation History (All Sources)¹

Program	FY2008	FY2009	FY2010	FY2011	FY2012
Technology	\$400,000	\$600,000	\$600,000	\$696,000	\$737,000
Classroom Furniture	\$50,000	\$25,000	\$50,000	\$58,571	\$150,000
Miscellaneous	\$230,000				
Pre-K–12 Master Plan		\$155,000			
Food Service Equipment		\$55,000	\$75,000	\$99,500	\$64,000
Secondary Schools	\$1,885,000				
Elementary Schools	\$445,000				
Time Clock/Time Reporting System				\$97,000	
Totals	\$3,010,000	\$835,000	\$725,000	\$951,071	\$951,000

¹FY2009 was the first year that Capital Projects for both Municipal and School facilities were submitted by the then-new Department of Public Facilities. See the Public Facilities Appropriation History earlier in this report for its FY2009 and following-years appropriations—which includes items for the School Facilities.

²In FY2012, includes \$30,000 from the Food Services RF.

Information Technology (IT) Infrastructure (Town-wide)

The IT infrastructure—which supports Municipal and Schools functions and includes Management Information Systems (MIS)—includes both physical and software elements, and is crucial to the everyday operations of the Town. There are three requests for capital upgrades to that infrastructure. (See Articles 12(a), (p), & (q))

IT 5-Year Capital Appropriation History (All Sources)

Program	FY2008	FY2009	FY2010	FY2011	FY2012
MIS Technology Improvement Program					\$165,000
Town-wide Electronic Documentation Management System					\$410,000
Totals	\$0	\$0	\$0	\$0	\$575,000

Warrant Article Analysis and Recommendations

Cites of the “Brown Book” refer to the “Town of Lexington Fiscal Year 2013 Recommended Budget & Financing Plan”, March 2, 2012.

2012 Special Town Meeting, April 2, 2012

<i>STM Article 2: Appropriate For New Estabrook School</i>	Fund Authorization Requested	Funding Source	Committee Recommends
	\$39,742,248 (to complete the funding of the currently estimated total project cost of \$40,792,248)	GF (Excluded Debt)	Approval (5–0)

“To see if the Town will vote to appropriate a sum of money to demolish the existing Estabrook School and construct originally equip and furnish a new Estabrook School to be located at 117 Grove Street to be expended under the direction of the Permanent Building Committee...and for which the Town may be eligible for a school construction grant from the Massachusetts School Building Authority (“MSBA”)...and any project costs the Town incurs in excess of any grant approved by and received from the MSBA shall be the sole responsibility of the Town. Any grant that the Town may receive from the MSBA for the project shall not exceed the lesser of (1) thirty-three and ninety-six hundredths percent (33.96%), which may potentially increase if, at the discretion of the MSBA, the Town receives any incentive reimbursement points, of eligible, approved project costs, as determined by the MSBA, or (2) the total maximum grant amount determined by the MSBA.” [Town of Lexington Special Town Meeting (April 2, 2012) Warrant]

“Subsequent to the discovery of polychlorinated biphenyls (PCB’s) at the Estabrook School, an Emergency Statement of Interest (SOI) was submitted to the Massachusetts School Building Authority (MSBA) to determine if the replacement of the Estabrook School qualified for support from the MSBA. The MSBA invited Lexington to participate in a Feasibility Study to determine the most economical solution to meet the educational requirements of the school. The Feasibility Study and Schematic Design, funded by the 2011 Annual Town Meeting, is in progress. The Feasibility Study, completed in December, determined that a new three-story school is the Lexington preferred design that satisfies educational/programmatic needs. The estimated project cost for the school ranges from \$38,894,133 - \$42,783,456. The Schematic Design was submitted to MSBA in February, after voter approval on January 24th to fund the project outside the limits of Proposition 2½. It is anticipated that the MSBA will agree to a reimbursement of approximately 32% of the project cost and will vote the project scope and budget agreement at its March 28th Board meeting. Site work would begin in the summer of 2012 with construction beginning in the fall 2012 and the new school opening for August 2014.” [Brown Book, Page XI-12]

The 2011 ATM appropriated, under Article 13(b), funding which included the \$1,050,000 for the Feasibility Study that, along with this request, funds the currently estimated total project cost that is being presented to the MSBA for approval. The total project funding will be excluded debt.

2012 Annual Town Meeting

<i>Article 7 (3rd Fund Only): Establish and Continue Departmental Revolving Funds—DPW Compost Operations</i>	Fund Authorization Requested	Funding Source	Committee Recommends
	\$325,000 (out of total of \$499,000)	DPW Compost Operations RF	Approval (5–0)

<i>Project Description</i>	<i>Authorization Amount Requested</i>	<i>Funding Source</i>	<i>Committee Recommends</i>
Culvert Replacement	\$325,000	DPW Compost Operations RF	Approval (5–0)

“The 2011 Annual Town Meeting appropriated \$65,000 for the survey, design and permitting for repairs to three corrugated metal pipe arch culverts under the access road to the Hartwell Avenue Compost Facility that have failed due to rust and separation at the pipe connection joints...this request is for the replacement of these culverts.... [Brown Book, Page XI-13]

(See Article 12(d) for the balance of the funding for this \$390,000 effort using Free Cash.)

As this annual Article only provides the required authorization for revolving funds, this Committee normally would not comment on it; however, as the Town intends to pay for this capital project from a revolving fund, we believe this project should be handled like other capital projects—which includes our review and recommendation to Town Meeting—and be subject to explicit Town Meeting review and approval. Therefore, we recommend this project be explicitly described to Town Meeting so, if needed, they can be further discussed before a vote is taken—either on the whole Article or on this one RF, if separated-out.

<i>Article 8: Appropriate the FY2013 Community Preservation Committee Operating Budget and CPA Projects (Multiple Categories)</i>	Funds Requested	Funding Source	Committee Recommends
	\$5,529,092 (\$5,054,092 budgeted)	CPF (Cash)	\$4,604,092 (See below)

<i>Project Description (CPA Category)</i>	<i>Amount Requested</i>	<i>Funding Source</i>	<i>Committee Recommends</i>
(a) Archives & Records Management/Conservation (Historic Resources)	\$150,000	CPF (Cash)	Approval (5–0)

“This is the 5th of a 5-year request for funding of conservation & preservation of historic municipal documents and records to secure the permanent and vital records created by municipal departments for proper retention, archiving and perpetual access...Efforts for year 5 will complete microfilming and digitization of some of the conserved/preserved records and target early 20th century municipal records requiring conservation, preservation, microfilming and digitization for ready access voter registers, records of the Selectmen, Cemetery records, registers of vital records, and deed and agreement files. Development of the Archives portal for a virtual exhibit in celebration of Lexington's 300th anniversary

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will be completed through the processing and indexing of digitized materials from which the virtual exhibit will draw.” [Brown Book, Page XI-18]

<i>Project Description (CPA Category)</i>	<i>Amount Requested</i>	<i>Funding Source</i>	<i>Committee Recommends</i>
(b) Paint Mine Barn Preservation (Historic Resources)	\$34,770	CPF (Cash)	Approval (5–0)

“The Paint Mine Barn is a structure located in Paint Mine Conservation Area, between the end of Mountain Road and Hennessey Field. The Historical Commission has designated the structure as a significant building. It was acquired by the Town in 1961 and transferred to the Conservation Commission in 2000. In the distant past, it served as a horse barn to stable horses that grazed in the meadow that is now Hennessey Field, but has since sat unused. The building is 80 feet long by 20 feet wide. Seven old stalls, a space that apparently was used as an office, and a hallway space make up the interior of the barn. Funds are being requested to preserve the barn so that it can be used as storage for tools, lumber, supplies, and equipment for the Conservation Division. The Town Building Commissioner has inspected the structure and it is his opinion that it can be restored. Funds requested are for materials only as project labor will be provided by students through the Minuteman Regional Vocation Technical School.” [Brown Book, Page XI-18]

<i>Project Description (CPA Category)</i>	<i>Amount Requested</i>	<i>Funding Source</i>	<i>Committee Recommends</i>
(c) Muzzey Senior Center Upgrade—Phase I Construction (Historic Resources)	\$561,518	CPF (Cash)	Approval (5–0)

“This request for funding addresses critical building improvements needed in the area of accessibility, safety, and energy efficiency at the Lexington Senior Center, located in the Muzzey Condominium at 1475 Massachusetts Ave. Schematic level drawings have been completed for these improvements and funds are now requested for design development and construction documents for the scope of work recommended as well as construction funding for phase I to include the following components: the communicating stair, a limited use/limited access elevator (LULA) inside the Senior Center and to upgrade lighting. It is anticipated that a subsequent request will be made for FY 2014 to implement the remainder of the recommended scope of work preliminarily estimated at approximately \$480,000 to upgrade the HVAC system, improve space utilization, and implement work needed to comply with the requirements of the Massachusetts Architectural Access Board.” [Brown Book, Page XI-15]

<i>Project Description (CPA Category)</i>	<i>Amount Requested</i>	<i>Funding Source</i>	<i>Committee Recommends</i>
(d) Cary Memorial Building Upgrade (Historic Resources)	\$550,000 (\$75,000 budgeted)	CPF (Cash)	\$75,000 Approval (5–0)

“This request is for funding a 30% design development process, and value engineering of the recommended improvements identified in the building evaluation report, so that the project scope of work can be more thoroughly reviewed by the Town.

“Mills Whitaker Architects LLC completed a building evaluation report on June 1, 2011. The report included a comprehensive evaluation of the building and summarized improvements in several areas: accessibility, support spaces, structural, electrical, mechanical, plumbing, stage, and acoustical and audio visual improvements. A single project to implement all improvements is estimated at \$7.7M.

“A subsequent request to complete design development and construction documents will be requested at a future Town Meeting. Approximately \$50,000 of this \$75,000 request will be applicable to the future design development and construction documents effort, which was originally budget at \$550,000 for a \$7.7M total project budget.” [Brown Book, Page XI-16]

This Committee fully appreciates the importance of this building to our Town—both architecturally and functionally; however, we were not yet satisfied that all of the originally proposed scope is a prudent use of our taxpayers’ funds—whether from the CPF, which brings with it the benefit of supplemental funding from the State, or the general fund. We believe that when a project is contemplated to have a construction cost in the millions-of-dollars range, there should be a better, explicit, “buy-in” to the scope before appropriating the full Design & Engineering (D&E) funding, to include bid documents. We acknowledge that the Department of Public Facilities made a good faith effort to gain that “buy-in” with an extensive public-outreach effort, but this Committee found during that process there were many unresolved questions concerning the scope, including the relative priorities of the major elements within that scope.

We, therefore, originally recommended a delay in funding any D&E until there was more agreement on the answers to those questions—appreciating that would likely entail a full-year’s delay in this project, but we didn’t feel there was any material deficiency with the building that would jeopardize its continued use if there were that delay; however, we were unable to gain support by the CPC or the BoS to that approach.

With that being the case, this Committee now supports the alternative process being proposed whereby further definition of all elements of the full scope, with more-specific cost estimates, is undertaken before committing to the full D&E. It’s our understanding that this initial D&E will look at all the elements of what had been proposed as the full scope, recommend a prioritization of those elements, and provide for further public outreach. At that stage, there also would be a far-better understanding of the range of construction funding that would likely be needed to execute that agreed-upon scope.

Once the results of those efforts have been evaluated and a position taken by the Town on the scope to be pursued—which could conceivably be the original full scope—then this Committee would be ready to provide our advice regarding the scope that should be included in the continuation of the D&E.

This Committee unanimously supports the alternative process described above as being the appropriate approach for this effort at this Town Meeting.

<i>Project Description (CPA Category)</i>	<i>Amount Requested</i>	<i>Funding Source</i>	<i>Committee Recommends</i>
(e) Center Playfields Drainage—Phase III (Open Space)	\$605,718	CPF (Cash)	Approval (5–0)

“The Center Playfields Complex is the most heavily used Recreation complex in the Town. It is used by the schools, adult and youth leagues and the general public. The entire 23-acre area has very poor drainage conditions resulting in standing water, soft field areas, and reduced turf cover and quality that leads to unsafe and unplayable conditions. Funds requested for FY13 are the third phase of a three-year project costing \$2.39 million at completion. Work to be done in Phase III includes drainage improvements on the practice field area along Worthen Road, the little league baseball/JV softball field, the parking area and the Center Track area. The work will involve installing new drain systems and grading in an effort to move water off of the fields and collect it so that flooding and standing water conditions do not occur. This will allow the fields to dry faster and improve playability and safety. This project will be overseen by the Town Engineer.” [Brown Book, Page XI-18]

<i>Project Description (CPA Category)</i>	<i>Amount Requested</i>	<i>Funding Source</i>	<i>Committee Recommends</i>
(f) Battle Green Area Master Plan Implementation—Phase 2 (Historic Resources)	\$143,845	CPF (Cash)	Approval (5–0)

“The Selectmen authorized the Tourism Committee to conduct a master planning process for the Battle Green. The Battle Green [Area] Master Plan completed by the firm Past Designs was accepted by the Board of Selectmen in March 2010. The Master Plan implementation is broken out into multiple phases. Phase 1, which deals with monument restoration and treatment to the monument areas, was funded at the 2011 annual town meeting and will begin in the spring. This FY 2013 request for funding is for Phase 2 which will address the paths around the Battle Green and Belfry Hill, granite at the Obelisk and the fence at Ye Olde Burying Ground....” [Brown Book, Page XI-17]

When the BoS accepted the Plan, they stipulated that they would with, among other things, determine what implementation measures, if any, would be recommended. The measures described above represent that Board’s recommendation. (*See Article 12(i) for another element of the Phase 2 work that Board has recommended.*)

<i>Project Description (CPA Category)</i>	<i>Amount Requested</i>	<i>Funding Source</i>	<i>Committee Recommends</i>
(g) LexHAB—Set Aside for Housing Acquisition (Community Housing)	\$450,000	CPF (Cash)	Disapproval (5–0)

“This request is made by LexHAB...set-aside funds for the acquisition and/or creation of affordable housing units in Lexington. These CPA funds would be available throughout the fiscal year for the purchase of affordable units. Units will be consistent with priorities established in 2011 by the CPC, including affordable housing deed restrictions, and inclusion on Town’s Subsidized Housing Inventory (SHI). The goal of this project is to streamline the process by which LexHAB acquires and creates affordable housing units and receives State approval for them.” [Brown Book, Page XI-20]

While this Committee supports this alternate approach to providing CPF funding to LexHAB, when warranted, to further Lexington’s community (affordable) housing objective under the CPA, we do not believe additional funds are warranted at this time and, therefore, should not be bankrolled with LexHAB.

That belief is based on:

- (1) The Town being, for at least the next few years even without any additions to LexHAB’s housing stock, well over the 10% threshold in Massachusetts General Law Chapter 40B that protects the Town from developments that aren’t subject to all of the Town’s zoning By-Laws;
- (2) There is already a request before this Town Meeting for funding 4-accessible, community-housing, units at Greeley Village (with a State grant supplementing support by the CPF) which will further enhance our position with regard to that Chapter 40B threshold (see subsection j under this Article);
- (3) There is additional community housing already planned on the 0.5-acre portion that was divided out for that purpose from the 14.2-acre parcel of the Leary Land off Vine Street funded by the 2009 ATM, Article 12—and funding for that housing should require a separate vote at a Town Meeting;
- (4) Still under discussion is whether one or more units of community housing will be built along Lowell Street frontage of the 7.93 acres of Busa Land funded by the 2009 STM

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(May 6, 2009), Article 6—and funding for that housing should require a separate vote at a Town Meeting;

(5) LexHAB is committed to managing the production of the units on the Leary Land and, if any, on the Busa Land; and

(6) The Town is only just beginning to develop a land-use policy that should establish our responsibilities for community housing and govern how we spend our taxpayers' funds to meet our definition of our responsibilities.

This Committee recognizes that the demand for community housing will always exceed our capability to prudently fund such housing stock. We believe Lexington has already taken significant steps to provide such housing in our Town. While we do not believe we should rest on just those previous efforts, we also emphasize that further steps need to balance the benefits to those needing such housing and protection of our Town's ambiance (e.g., the Chapter 40B threshold) against the burden placed on our taxpayers to fund such housing when the competing, unmet, demands exist for other Town services and infrastructure.

Based on the above, this Committee sees no compelling justification for funding this year another set-aside to LexHAB and recommends Town Meeting reject this request without prejudice against the submission by LexHAB of another such request in a future year—which would be judged at that time in the light of the circumstances at that time.

<i>Project Description (CPA Category)</i>	<i>Amount Requested</i>	<i>Funding Source</i>	<i>Committee Recommends</i>
(h) Buckman Tavern Historic Structures Report/Restore Plan (Historic Resources)	\$65,000	CPF (Cash)	Approval (5–0)

“This request...in CPA funds is made on behalf of the Historical Society and is for the commissioning of a Historic Structure Report and a building needs assessment for the Buckman Tavern. Although the building has been studied on a number of occasions, a definitive study of its architectural and human history is needed before further work on the Tavern is undertaken. The outcome of this project will be (1) a report on the human and architectural history of the Tavern, (2) definitive dating of the building, (3) a building needs assessment report, and (4) construction plans and specifications for an FY14 restoration project.” [Brown Book, Page XI-20]

<i>Project Description (CPA Category)</i>	<i>Amount Requested</i>	<i>Funding Source</i>	<i>Committee Recommends</i>
(i) Historical Society Historic Records Preservation (Historic Resources)	\$77,268	CPF (Cash)	Approval (5–0)

“In anticipation of the Town's 300th anniversary, and in collaboration with the Town, the Historical Society has requested...CPA funds to conserve and digitize some of its most important historic records. These include the bound church records of the First Parish Church which date to 1696, individual records of early Lexington (such as military service, slave ownership, etc.), and two Paul Revere engravings. These important records would be preserved and digitized, and would ultimately be available through the Town's historic records ‘portal’.” [Brown Book, Page XI-20]

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<i>Project Description (CPA Category)</i>	<i>Amount Requested</i>	<i>Funding Source</i>	<i>Committee Recommends</i>
(j) Greeley Village Accessible Housing Project (Community Housing)	\$810,673	CPF (Cash)	Approval (5–0)

“This project, sponsored by the Lexington Housing Authority, seeks...CPA funds for the design and construction of four accessible housing units at Greeley Village. Presently the housing development does not meet the State’s mandated 5% requirement for accessible units. This project would involve constructing four new units, and has received an initial commitment from the Massachusetts Dept. of Housing and Community Development for a \$300,000 grant and a commitment for the Minuteman Career and Technology High School for construction assistance.” [Brown Book, Page XI-20]

This project originally had requested \$300,000 more to fully fund the project from the CPF, but through the diligence of Stephen Keane, Executive Director of the Lexington Housing Authority, he obtained a formal commitment on January 9, 2012, from the State’s Department of Housing & Community Development (DHCD) to award a grant of state funds in that amount; hence the now-lower request from the CPF.

<i>Project Description (CPA Category)</i>	<i>Amount Requested</i>	<i>Funding Source</i>	<i>Committee Recommends</i>
(k) Busa Farm Debt Service (Potentially Multiple)	\$930,300	CPF (Cash)	Approval (5–0)

The May 6, 2009 Special Town Meeting, under Article 6 (Land Purchase—Off Lowell Street), authorized \$4,197,000 for the purchase of the Busa land. The purchase closed on December 4, 2009, and the initial funding was provided from the Town’s available cash (rather than through the use of an interest-only Bond Anticipation Note (BAN)). On February 25, 2010, as part of the Town’s issuing of a total of \$10,447,000 in bonds, a 3-year bond was issued to cover the purchase of the land. Payments of the debt service are due, in accordance with the usual practice, semi-annually with the 1st being only part of the interest for the year (in this case, due on each August 15th) and the 2nd being principal & the balance of the interest for the year (in this case, due on each February 15th).

At the 2010 ATM, CPF in the amount of \$2,562,100 were appropriated for the first-year’s full principal (\$2,425,000) and full interest (\$137,100) payment on that bond. At last-year’s ATM, \$974,600 was appropriated for the second-year’s \$886,000 in principal and \$88,600 in interest. That appropriation consisted of CPF in the amount \$757,715 and \$216,885 of GF (Cash)—the latter representing the CPF’s proportional share, net of its share of the bond-issuing cost, of the premium and accrued interest received, and deposited into the GF, when the bond was issued.

This year’s request for \$930,300 (\$886,000 in principal and \$44,300 in interest) is required in order to retire the bond on schedule on February 15, 2013.

<i>Project Description (CPA Category)</i>	<i>Amount Requested</i>	<i>Funding Source</i>	<i>Committee Recommends</i>
(l) Cotton Farm Debt Service (Open Space)	\$1,000,000	CPF (Cash)	Approval (5–0)

This is the last of 3 payments to the seller for the \$3,800,000 purchase authorized at the 2010 ATM under its Article 9 of a portion of the 121 Marrett Road property known as the Cotton Farm by the Town to preserve open space. (An additional \$57,000 was included in the total request for the Town’s costs associated with the closing on the purchase.)

The 1st payment to the seller, made at closing, was \$1,500,000 from the CPF and the seller agreed to no-interest financing of the balance over two years. The 2nd payment of \$1,300,000, due to the seller in FY2012, was accelerated to FY2011—and, therefore, discounted to \$1,297,400 to offset financing costs

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to be borne by the Town that were not originally contemplated. On February 16, 2011, a Bond Anticipation Note (BAN) was issued at an interest rate of 0.70% and was due on July 1, 2011. Last-year's request of \$1,300,604 was for the FY2012 payoff on July 1, 2011, in full, of that BAN.

Last-year's ATM approved its Article 33 so the \$500,000 from that Commonwealth of Massachusetts grant, which was received by July 1, 2011, was used along with just \$800,604 from the CPF for that FY2012 payoff. (As a grant, that \$500,000 didn't have to be appropriated so no action was needed by Town Meeting to permit their use.) The then-unused \$500,000 of CPF funds that had been appropriated for the Cotton Farm Debt Service became available for appropriation at this, or any future, Town Meeting for any permitted CPA purpose.

This year's request for \$1,000,000 is for making the final payment due to the seller.

<i>Project Description (CPA Category)</i>	<i>Amount Requested</i>	<i>Funding Source</i>	<i>Committee Recommends</i>
(m) Administrative Budget	\$150,000	CPF (Cash)	Approval (5-0)

Of the request, \$50,000 is for the planning, legal, survey and appraisal work associated with the acquisition of open space. Such funds will enable the Conservation Commission to act in a timely fashion to complete the due diligence required to prepare for a land acquisition. While other Town projects use "study monies" to investigate the benefits of a particular project, the Conservation Commission does not have the advantage of this type of lead-time. It must often act quickly to evaluate a property through legal, survey and appraisal work. Without designating these funds for open space planning, the CPC's charge of allocating a portion of its revenues to open-space preservation would be hindered.

The remaining \$100,000 funds the administrative, legal, membership, and advertising expenses. Included are funds for a year-round, 3 days/week (the Town's GF covers the other 2 days), administrative assistant and \$7,500 for membership in the Community Preservation Coalition—a State-wide, non-profit, organization working on behalf of communities who have adopted the CPA.

[Communications, February 23, 2012, from the Administrative Assistant to the CPC]

If any of these funds appropriated for the Administrative Budget are not required for such administrative expenses by the end of the fiscal year, that balance will become part of the Undesignated Fund Balance. The Undesignated Fund Balance becomes part of the CPF's total that is available for appropriation.

<i>Article 9: Land Purchase— Off Grove Street (Purposes TBD)</i>	<i>Funds Requested</i>	<i>Funding Source</i>	<i>Committee Recommends</i>
	TBD	CPF (Cash and/or Debt)	TBD

"To see if the Town will vote to authorize the Selectmen or the Conservation Commission to purchase or otherwise acquire, or authorize the Selectmen to take by eminent domain, upon the written request of the Conservation Commission, for conservation purposes including outdoor recreation as provided by Section 8C of Chapter 40 of the Massachusetts General Laws, as amended, or authorize the Selectmen to purchase or otherwise acquire, or to take by eminent domain for municipal purposes, any fee, easement, or conservation restriction as defined in Section 31 of Chapter 184 of the Massachusetts General Laws, or other interest in all or any part of land shown as lot 1 on Assessors' Property Map 91, now or formerly of Wright; and appropriate a sum of money therefor and determine whether the money shall be provided by the tax levy, by transfer from available funds, including the Community Preservation Fund, or by borrowing, or by any combination of these methods; or act in any other manner in relation thereto."

[Town of Lexington Annual Town Meeting Warrant]

"This proposal initiated by the Board of Selectmen is for the potential purchase of the Wright Farm on Grove Street. This parcel has long been of conservation interest. The CPC has approved the commissioning of two appraisals for the property, and negotiations are on going. There is no current estimate of the cost for this acquisition." [Brown Book, Page XI-19]

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At the time this report was prepared, this Committee was not aware that any agreement had been reached between the sellers and the Town. If there were an agreement, purchase of the property under this Article allows for the CPC to recommend the purchase to Town Meeting for one or more Municipal purposes—which, we feel, would likely include Open Space, but if it did, might not necessary commit it directly as conservation land. *(See also Article 10 for alternate approach to the purchase.)*

<i>Article 10: Land Purchase— Off Grove Street (Conservation)</i>	Funds Requested	Funding Source	Committee Recommends
	TBD	GF (Debt)	TBD

To see if the Town will vote to authorize the Conservation Commission to purchase or otherwise acquire, and authorize the Selectmen to take by eminent domain, upon the written request of the Conservation Commission, for conservation purposes including outdoor recreation as provided by Section 8C of Chapter 40 of the Massachusetts General Laws, as amended, any fee, easement, or conservation restriction as defined in Section 31 of Chapter 184 of the Massachusetts General Laws, or other interest in all or any part of land shown as lot 1 on Assessors' Property Map 91, now or formerly of Wright; and appropriate a sum of money therefor and determine whether the money shall be provided by the tax levy, by transfer from available funds, including the Community Preservation Fund, or by borrowing, or by any combination of these methods; or act in any other manner in relation thereto. . [Town of Lexington Annual Town Meeting Warrant]

This Article was requested by the Conservation Commission to provide, if an agreement were reached between the sellers and the Town—of which, at the time this report was printed, this Committee was not aware—for purchase of the property as conservation land using the GF, if the CPC's recommendation was for any other use(s). *(See also Article 9 for alternate approach to the purchase.)*

<i>Article 11: Appropriate for Recreation Capital Project—</i>	Funds Requested	Funding Source	Committee Recommends
	\$291,000	\$245,000 GF (Debt) + \$46,000 Recreation EF (RE)	Approval (5–0)

<i>Project Description</i>	<i>Amount Requested</i>	<i>Funding Source</i>	<i>Committee Recommends</i>
(a) Pine Meadows Equipment	\$46,000	Recreation EF RE	Approval (5–0)

“The FY2013 funding request is to replace the fairway mower at Pine Meadows Golf Course. The existing fairway mower, which is used three times a week to mow approximately 13 acres per session throughout the golf season, is 8 years old and is beyond its useful life. As equipment comes closer to its life expectancy, it does not operate efficiently and effectively. When equipment is out of service for repairs, the golf course is not being groomed properly. The overall aesthetic quality of a golf course is very important to its financial success. The quality of the turf and grooming of the course is critical to the overall operation.” [Brown Book, Page XI-18]

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<i>Project Description</i>	<i>Amount Requested</i>	<i>Funding Source</i>	<i>Committee Recommends</i>
(b) Park Improvements—Hard Court Resurfacing	\$120,000	GF (Debt)	Approval (5–0)

“This is a request for funding to begin a multi-year program of hard court resurfacing including neighborhood Basketball Courts, the Center Track and the Tennis Courts at the Center Complex and Clarke Middle School. The FY2013 request...is for the resurfacing and striping of the Center Track. The track is made of an all weather resilient track surface that was installed in 1982. The track was resurfaced in 2000, but is beginning to show significant signs of wear. This is the last resurfacing that the track can undergo and should give the track 5 to 6 more years of life before it needs to be totally reconstructed.” [Brown Book, Page XI-6]

<i>Project Description</i>	<i>Amount Requested</i>	<i>Funding Source</i>	<i>Committee Recommends</i>
(c) Park and Playground Improvements	\$65,000	GF (Debt)	Approval (5–0)

“This is a request for funding of a multi-year program to renovate playground equipment at various parks around town. As the equipment continues to age and deteriorate, more frequent inspections, repairs and equipment removal will be needed to ensure that the users are safe. This is neither cost effective nor efficient. Renovation of the current equipment, use zones, and surfacing will bring it into compliance with generally accepted safety and accessibility standards. The FY2013 request...is for the renovation of the playground equipment at Adams Playground, located behind the Waldorf School on Massachusetts Avenue. The improvements will include construction of a new ADA compliant play structure for children ages 5 to 12, a new swing set and installation of appropriate safety surfacing under and around the playground structure and swings. The Town will work with the Waldorf School to partner resources for the playground renovations.” [Brown Book, Page XI-6]

In the event the Waldorf School does not provide financial support for the project, a smaller-scale version would be installed.

<i>Project Description</i>	<i>Amount Requested</i>	<i>Funding Source</i>	<i>Committee Recommends</i>
(d) Park Improvements—Athletic Fields	\$60,000	GF (Debt)	Approval (5–0)

“The Recreation Department and the Public Works Department oversee the maintenance of the school and town athletic facilities. The Town of Lexington athletic fields see excessive use and irrigation improvements are critical to maintaining turf grass and providing a quality facility. This is a request for funding of a multi-year project of improvements to town athletic fields. The FY2013 request...is for the installation of a new in-ground irrigation system at Garfield Park for the baseball field area, and additional irrigation lines at the Clarke and Diamond School playfields for the baseball and softball fields to provide complete coverage of these areas.” [Brown Book, Page XI-6]

<i>Article 12: Appropriate for Municipal Capital Projects and Equipment</i>	Funds Requested	Funding Source	Committee Recommends
	\$4,431,586 (plus \$930,607 Chap. 90 State Aid for a total of \$5,362,193)	\$2,274,142 GF (Debt) + \$660,000 GF (Free Cash) + \$1,135,976 GF (Cash) + \$5,468 2008 ATM Art. 15(a) + \$40,500 Water EF (Debt) + \$25,000 Water EF (RE) + \$40,500 Wastewater EF (Debt) + \$250,000 Traffic Mitigation SF	Approval (5–0)

<i>Project Description</i>	<i>Amount Requested</i>	<i>Funding Source</i>	<i>Committee Recommends</i>
(a) Public Safety Radio Connectivity	\$50,000	GF (Free Cash)	Approval (5–0)

“At the Special Town Meeting held in November 2011, \$180,000 was appropriated to improve and stabilize the existing fire radio communications system. In presenting the request for funding in November, it was disclosed that it was the recommendation Fire Department, based on conversations with communications specialists, that in addition to stabilizing the existing system, there was a need to explore the installation of a redundant system that would back up the primary system in the event it went down during a severe weather event or other disaster. The need to explore a back-up system also extends to the Police and Public Works Departments. This request is for funds to engage a communications consultant to assess our current communication needs and make recommendations for solutions to address those needs in all three Departments.” [Brown Book, Page XI-19]

<i>Project Description</i>	<i>Amount Requested</i>	<i>Funding Source</i>	<i>Committee Recommends</i>
(b) Hydrant Replacement Project	\$50,000	\$25,000 GF (Cash) + \$25,000 Water EF (RE)	Approval (5–0)

“There are 1,500 hydrants in Lexington’s fire protection system. This is an annual request in a phased project to replace older fire hydrants with new and more efficient hydrants that meet NFPA requirements. The new hydrants will increase fire-fighting capacity thus reducing property damage and increasing safety. The new hydrant will be of a break-away design which will cost less to replace when damaged. \$50,000 will fund approximately 25 replacements.” [Brown Book, Page XI-17]

<i>Project Description</i>	<i>Amount Requested</i>	<i>Funding Source</i>	<i>Committee Recommends</i>
(c) Street Improvements	\$1,956,193	\$1,025,586 GF (Cash) + \$930,607 Chapter 90 State Aid	Approval (5–0)

“This request for the annual street resurfacing program is comprised of \$1,025,586 of tax levy dollars of which \$579,502 derives from a 2001 operating budget override, and an anticipated distribution of

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[\$930,607] of Chapter 90 funds. Over and above the \$579,502 in tax levy dollars from the 2001 override, an additional \$281,234 of tax levy support has been recommended for FY13, the maintenance of the same amount of supplemental funding that was approved in FY12. An additional \$164,850 in tax levy dollars has been added that represents the residual balance of the revenue allocated to municipal operations per the FY13 Revenue Allocation model. Funds will be used for design, inspections, engineering, repair, reconstruction, and resurfacing. It is anticipated that a portion of Waltham Street and other roadways to be determined will be repaired within this appropriation.” [Brown Book, Page XI-17]

This Committee reaffirms its belief that a significant increase in funding, most likely, but not necessarily through a debt exclusion, is needed to bring the roads infrastructure to an acceptable level which could reasonably be expected to be maintained with the level of funding provided by requests such as the one before this Town Meeting.

<i>Project Description</i>	<i>Amount Requested</i>	<i>Funding Source</i>	<i>Committee Recommends</i>
(d) Culvert Replacement	\$65,000	\$65,000 GF (Free Cash)	Approval (5–0)

“...this request is for the design of repairs to culverts identified in the storm drainage studies conducted by the Town with likely locations being Valleyfield Road and Revere Street.” [Brown Book, Page XI-13]

(See Article 7 [third fund] for the balance of the funding for this \$390,000 effort using the DPW Compost Operations Revolving Fund.)

<i>Project Description</i>	<i>Amount Requested</i>	<i>Funding Source</i>	<i>Committee Recommends</i>
(e) DPW Equipment	\$595,000	\$358,610 GF (Debt) + \$70,000 GF (Free Cash) + \$85,390 GF (Cash) + \$40,500 Water EF (Debt) + \$40,500 Wastewater EF (Debt)	Approval (5–0)

“This is an annual request to replace equipment that is beyond its useful life and whose mechanical condition no longer meets the work requirements. The Department of Public Works has an inventory of 160 pieces of equipment including sedans, hybrid SUVs, construction vehicles and specialized equipment used to mow parks, plow snow, repair streets and complete a variety of other projects. Without regular equipment replacement, the efficiency and cost effectiveness of the DPW's operations would be handicapped due to equipment down time and excessive repair costs. FY13 requests are for 1 3-Yard Rubber Tire Front End Loader - Highway Division (\$185,000); 1 F450 with utility body, lift gate and plow—Water and Wastewater Divisions (\$90,000) with \$40,500 from water debt, \$40,500 from wastewater debt and \$9,000 for the plow setup from the general fund debt; 1 Rack Body Truck with Crane - Forestry Division (\$180,000); 1 John Deere Tractor with Attachments - Park Division (\$60,000); and 1 F450 Dump Truck with Plow - Park Division (\$80,000).” [Brown Book, Page XI-5]

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<i>Project Description</i>	<i>Amount Requested</i>	<i>Funding Source</i>	<i>Committee Recommends</i>
(f) Comprehensive Watershed Storm Water Management System	\$165,000	\$65,000 GF (Debt) + \$100,000 GF (Free Cash)	Approval (5–0)

“This request is to complete the 3rd of three watershed studies to identify impediments to drainage that can result in neighborhood flooding including sediment buildup in brooks and wetlands, culvert deterioration and blockages that reduce the volume of water handled by the drainage system. To date, the Charles River watershed management plan has been completed and the Shawsheen watershed management plan is in process. \$100,000 of this request is to develop the plan for the Mystic River Watershed. An additional \$65,000 is being requested to begin design of non-culvert projects already identified. Future funding requests will be for projects identified by the studies in process or proposed.” [Brown Book, Page XI-6]

<i>Project Description</i>	<i>Amount Requested</i>	<i>Funding Source</i>	<i>Committee Recommends</i>
(g) Dam Repair	\$260,000	GF (Debt)	Approval (5–0)

“The March 2010 storms magnified some concerns with the Butterfield Dam including conditions of both the inlet and outlet control structures. At present, the condition of this dam is continually monitored by Town staff prior to and during storm events. At the 2011 annual town meeting, funding was authorized for Phase I engineering and construction and partial Phase II engineering. Phase I construction, which includes the physical repairs to the inlet and outlet structure of the dam, will begin in late winter 2012. The current request for FY13 funding is for continued engineering of Phase II, construction services, and the construction of the Phase II improvements. The Phase II improvements include physical improvements to the upstream and downstream face of the dam including the removal of trees to improve the dam’s structural integrity.” [Brown Book, Page XI-5]

<i>Project Description</i>	<i>Amount Requested</i>	<i>Funding Source</i>	<i>Committee Recommends</i>
(h) Storm Drainage Improvements & (NPDES) Compliance	\$340,000	GF (Debt)	Approval (5–0)

“\$70,000 of this request is to fund the design of projects and programs that will meet requirements imposed on the Town by the EPA’s NPDES [National Pollution Discharge Elimination System] illicit discharge detection and elimination program, and BMP (best management practices), e.g., installations and retrofits. The remaining \$270,000 the request is for the repair/replacement of drainage structures encountered during the road resurfacing program; repair of other drainage areas of concern in town including but not limited to trouble spots in the watersheds of the Vine Brook, Cambridge Reservoir, Beaver Brook, and Kiln Brook; and, other work identified during the NPDES investigation work.” [Brown Book, Page XI-5]

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<i>Project Description</i>	<i>Amount Requested</i>	<i>Funding Source</i>	<i>Committee Recommends</i>
(i) Battle Green Area Master Plan – Parking, Traffic Calming and Safe Pedestrian Access Study – Phase 1: Conceptual Plan	\$60,000	GF (Free Cash)	Approval (5–0)

“Off-site/off-street parking is currently difficult for visitors to find and can compete with parking needs of the Center commercial and retail businesses. The current crosswalk system is dangerous and does not reflect the travel paths most frequently used by tourists/visitors. Tour buses also require a safe area to allow visitors to disembark and then park safely. Consistent with Recommendation 7 from the Battle Green Area Master Plan, this request is to undertake a parking and traffic study that will include an analysis of parking for autos along Massachusetts Ave. and Bedford Street, alternative analysis for parking if these spaces were eliminated, and options for bus drop-off and parking. This study would be coordinated with the traffic study for the Center commercial area that was funded in the FY12 Economic Development Office budget. The purpose of this study will be to develop conceptual plans for review by Town boards and committees. Once a plan is agreed to, Phase 2 will involve engineering documents sufficient for bidding any necessary work.” [Brown Book, Page XI-17]

<i>Project Description</i>	<i>Amount Requested</i>	<i>Funding Source</i>	<i>Committee Recommends</i>
(j) Town-wide Signalization Improvements	\$125,000	\$119,532 GF (Debt) + \$5,468 from 2008 ATM Article 15(a)	Approval (5–0)

“This request is for funds to update traffic and pedestrian signals identified through a signal inventory and compliance study that was funded last fiscal year that included assessments of ADA compliance, condition, signal timing, delays, and a prioritization of the signals needing attention. It is proposed that the funding requested will be applied to improvements at the intersection of Waltham Street and Worthen Road.” [Brown Book, Page XI-6]

<i>Project Description</i>	<i>Amount Requested</i>	<i>Funding Source</i>	<i>Committee Recommends</i>
(k) Sidewalk Improvements and Easements	\$300,000	GF (Debt)	Approval (5–0)

“This is an annual request to rebuild and/or repave existing asphalt sidewalks that are deteriorated and to construct new sidewalks with bituminous and granite or asphalt curbing. Sidewalk improvements will support and enhance pedestrian safety and the Safe Routes to School Program. Sidewalk projects will be chosen from the Sidewalk Committee’s Master Plan and all work will be ADA compliant.” [Brown Book, Page XI-6]

This funding is for sidewalks outside the CBD.

Two members of this Committee feel strongly this is an inadequate annual investment in the non-CBD sidewalks and deserves receiving additional funding—especially when it has been decided to provide some additional funding from available revenue toward the street improvements. (See (c) above.)

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<i>Project Description</i>	<i>Amount Requested</i>	<i>Funding Source</i>	<i>Committee Recommends</i>
(l) Concord Avenue Sidewalk Engineering and Easements	\$250,000	Traffic Mitigation SF	Approval (5–0)

“This request is for funding of a survey and design for sidewalks along Concord Avenue from Spring Street to Waltham Street. Currently there are no sidewalks along Concord Avenue in this section. The installation would be for an approximate total length of 1.1 miles and would likely include, but not be limited to, retaining walls, drainage improvements, tree removal, and pedestrian crossings. The current estimate for construction is roughly \$2,000,000. [Brown Book, Page XI-19]

One or more future requests would be to fund the construction and are contemplated also to involve the Traffic Mitigation SF, but it’s likely that would need to be supplemented from the GF.

<i>Project Description</i>	<i>Amount Requested</i>	<i>Funding Source</i>	<i>Committee Recommends</i>
(m) Street Betterment Improvements and Easements	N/A	GF (Debt)	Indefinite Postponement (5–0)

This was included in the Warrant as the Department of Public Works had received two petitions from residents of Park Street and Grandview Avenue for street improvements to bring them up to Town standards so they can be accepted as Town ways. The estimated cost of the improvements, which includes the repair of the roadways and the installation of proper drainage, was \$200,000. Given that these improvements would directly benefit the abutters, it was proposed that they be assessed a betterment charge to cover the cost to bring the street up to Town standards. However, as there was no final agreement by the abutters accepting the betterment assessment, this Committee expects this sub-element will be indefinitely postponed.

<i>Project Description</i>	<i>Amount Requested</i>	<i>Funding Source</i>	<i>Committee Recommends</i>
(n) Off-Site Street Improvements Related to the Estabrook School	\$170,000	GF (Free Cash)	Approval (5–0)

“This request is for funding design, engineering and possibly construction of street improvements to reduce queuing on Grove Street resulting from pick-ups/drop-offs at the Estabrook School. The work proposed is likely to include sight distance improvements and signalization at the existing Estabrook School driveway, and intersection realignment and sight distance improvements at the intersection of Grove Street and Robinson Road. Improvements along Robinson Road include minor widening, sight distance improvements, drainage installation related to increased impervious area, and potential sidewalk installation. These improvements are based on recommendations from the Estabrook School access ad-hoc task force, and public safety Departments.” [Brown Book, Page XI-19]

This request is for the D&E for establishing an 18-foot width of Robinson Road, with one sidewalk; improving the intersection of Robinson Road with Grove Street; and making improvements to Grove Street near the intersection with the roadway leading to the Estabrook School.

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<i>Project Description</i>	<i>Amount Requested</i>	<i>Funding Source</i>	<i>Committee Recommends</i>
(o) CBD Sidewalk/Street Improvements/Landscaping—D&E	\$240,000	GF (Debt)	Approval (4–1)

“This project is to restore and improve the center sidewalks, roadways, and street trees and furniture. Proposed funding in FY13...would be used to provide 25% stage design (survey design) leading to construction of the plan expected to begin in FY 14. The construction is estimated at \$3.6 to \$4.0 million. The construction phase is likely to include reconstruction of Massachusetts Avenue from Woburn Street to Harrington Road, the restoration, removal and replacement of the forty-year-old brick sidewalk along the northerly side of Massachusetts Avenue from Depot Square to the exit of Town Hall as well as other aspects developed in the Master Plan. In addition to the restoration of these areas, all of the existing pedestrian corridors and ramps will be brought into ADA compliance and the alley between 1761-1775 Massachusetts Avenue (Bank of America) will be closed to vehicular traffic.” [Brown Book, Page XI-7]

To clarify the timing described above, following the initial D&E funded with this FY2013 request, it is contemplated there would be a request in the FY2014 budget to complete the D&E (likely including recommendations for a phased implementation) with bid documents, and then a request in the FY2015 budget for at least the initial construction funding. (The cost to reconstruct Massachusetts Avenue—which needs to be done, anyway—is not part of this project and we would expect that to be included in a future-year request for Street Improvements under the usual annual request—such as is sub-Article (c) above.)

This Committee appreciates that the CBD is the heart of our Town’s business “face” and that needs to be enhanced, without destroying the character of Lexington, but expects the Town to limit its course of action until the identified issues have been adequately addressed (e.g., Woburn Street intersection, number of travel lanes, and sidewalk materials). We are very familiar with the public outreach that has been done to date, but it is with an understanding of the issues left on the table at the end of that process that raised concerns.

The majority of this Committee supports moving forward at this time, but only with (1) the limited survey design being proposed; (2) the commitment that has been made to include, up front, the traffic-engineering services to address the open issues; and (3) continued public discussions regarding the proposed resolution of the open issues.

<i>Project Description</i>	<i>Amount Requested</i>	<i>Funding Source</i>	<i>Committee Recommends</i>
(p) Telephone System Replacements Town-wide	\$591,000	GF (Debt)	Approval (5–0)

“This is a request for Year 1 of a multi-year program to replace phone systems in town and school buildings as the systems reach their end of useful life. At the 2008 Annual Town Meeting, \$30,000 was appropriated to fund an assessment of existing phone systems in town and school buildings. This assessment, which was completed in the summer of 2011, recommends that upon reaching end of useful life, existing systems be replaced with voice over internet protocol (VOIP) systems that will operate on the Town’s wide area fiber network connected to each town and school building. The FY2013 request includes funding for the deployment of ‘core devices’ that will support all new VOIP systems proposed for replacement in this year and in future years. Systems proposed for replacement in FY2013 include Lexington High School, Cary Memorial Building, Westview Cemetery, the sewer pump station, and the recycling building. Included in the capital requests for the Bridge, Bowman and Estabrook schools is funding for the installation of VOIP systems in calendar year 2013 (Bridge and Bowman) and calendar year 2014 (Estabrook) that will be supported by the ‘core devices’ referenced above.” [Brown Book, Page XI-5]

<i>Project Description</i>	<i>Amount Requested</i>	<i>Funding Source</i>	<i>Committee Recommends</i>
(q) Town-wide Electronic Document Management System	\$145,000	GF (Free Cash)	Approval (5-0)

“At the 2011 annual town meeting, an appropriation was approved to fund a joint effort of municipal departments and the school department to expand both the capability and capacity of our existing document management system (Laserfiche) to include school documentation and file management and to expand archive storage capacity. This FY2013 request is for additional funding for scanning of documents in the ongoing effort to populate the document management system and to create the baseline database. Additionally, FY2013 includes some funding to maximize the utilization of the new acquired modules and apply them to School and Municipal department needs. It includes some custom programming and additional training funding. It is anticipated that additional funding will be requested in FY2014 for additional scanning services.” [Brown Book, Page XI-19]

<i>Article 13: Appropriate for Water System Improvements</i>	<i>Funds Requested</i>	<i>Funding Source</i>	<i>Committee Recommends</i>
	\$900,000	Water EF (Debt)	Approval (5-0)

“This is an annual request for funding of an on-going program to replace unlined or inadequate water mains and deteriorated service connections, and to eliminate dead ends in water mains. Unlined water mains are subject to corrosion which results in restricted flow and degradation of drinking water quality. Possible locations of water main repair and replacement are Downing Road, Prospect Hill Road, Wachusett Drive and Forest Court. Part of these project costs may be eligible for financing through an MWRA grant/loan program.” [Brown Book, Page XI-10]

<i>Article 14: Appropriate for Wastewater System Improvements</i>	<i>Funds Requested</i>	<i>Funding Source</i>	<i>Committee Recommends</i>
	\$1,300,000	Wastewater EF (Debt)	Approval (5-0)

<i>Project Description</i>	<i>Amount Requested</i>	<i>Funding Source</i>	<i>Committee Recommends</i>
(a) Wastewater System Improvements	\$1,200,000	Wastewater EF (Debt)	Approval (5-0)

“This is an annual request for rehabilitation of sanitary sewer infrastructure. Engineering investigation and evaluation will be done on sewers in remote, inaccessible areas, such as along brook channels where poor soil conditions lead to storm water infiltration. Work will include replacement or repair of deteriorated sewers and manholes in easements. Sewage leaks and overflows present a direct danger to the health of the community through transmission of waterborne diseases. In addition, the Town’s assessment by the MWRA for sewage treatment is based on total flow through the meter at the Arlington town line, so excessive flow of stormwater in the sewer results in unnecessarily higher sewage bills. Projects may be eligible for MWRA grant/loan program funding if additional funding is made available. Further identification, prioritization, and repair of sanitary sewer lines in the town to reduce inflow and infiltration into the system has been ongoing in several sewer basins in town that include, but are not limited, to the Kiln Brook Basin/Tophet Swamp area, the Stimson Ave./Grandview Ave. area, the Parker Street/downtown area, and the Saddle Club area. Possible future areas of investigation and removal are the Waltham Street/Concord Avenue area and Adams Street area.” [Brown Book, Page XI-10]

<i>Project Description</i>	<i>Amount Requested</i>	<i>Funding Source</i>	<i>Committee Recommends</i>
(b) Pump Station Upgrades	\$100,000	Wastewater EF (Debt)	Approval (5–0)

“Lexington has ten sewer pumping stations valued at over \$6 million. This is an ongoing program for upgrade of the stations including bringing them in compliance with federal (OSHA) regulations, and equipment replacement. The pump stations are evaluated every year to ensure they are operating within design parameters. As the system ages, motors and valves need to be replaced and entryways need to be brought up to current OSHA Standards. Pump failure results in sewer surcharges and overflows, which create a public health risk and environmental damage. This year’s funding is requested for the Constitution Road Pump Station and the Worthen Road Pump Station.” [Brown Book, Page XI-11]

Six of the 10 pump stations have already been addressed; two more, smaller, stations will be addressed with this funding. It is planned that funding for the last two stations—which are large stations—will be requested in FY2014 & FY2015; thereby ending this cycle of station upgrading.

<i>Article 15: Appropriate for School Capital Projects and Equipment</i>	<i>Funds Requested</i>	<i>Funding Source</i>	<i>Committee Recommends</i>
	\$1,085,000	\$916,676 GF (Debt) + \$168,324 GF (Cash)	Approval (5–0)

<i>Project Description</i>	<i>Amount Requested</i>	<i>Funding Source</i>	<i>Committee Recommends</i>
(a) School Technology	\$1,002,000	\$833,676 GF (Debt) + \$168,324 GF (Cash)	Approval (5–0)

“This request supports the Lexington Public School’s Strategic Goal of enhancing the capacity to utilize technology as an instructional and administrative tool. Funding is requested for:

- replacement of the oldest desktop and laptop (\$430,000);
- increasing the number of student workstations at the High School and the two middle schools to meet different instructional needs in our general education and special education classrooms (\$80,000);
- replacement of printers and peripherals (\$22,000);
- maintaining and updating the LPS local area networks (\$82,000);
- installing a managed wireless network in two elementary schools (\$154,600); and
- providing interactive whiteboards with integrated projection systems in sixty-five of the Grade 3-12 classrooms (\$233,400).”

[Brown Book, Page XI-9]

<i>Project Description</i>	<i>Amount Requested</i>	<i>Funding Source</i>	<i>Committee Recommends</i>
(b) Classroom and Administrative Furniture	\$83,000	GF (Debt)	Approval (5–0)

“This is an annual request for replacement of furniture that has reached the end of its useful life. Many buildings have not been renovated and need to have classroom furnishings replaced. The schools need cafeteria tables, desks, age appropriate chairs, and teacher desks and chairs, filing cabinets, whiteboards,

swing and fitness center equipment as well as funds to dispose of the old furniture.” [Brown Book, Page XI-9]

<i>Article 16: Appropriate for Public Facilities Capital Projects</i>	Funds Requested	Funding Source	Committee Recommends
	\$1,819,711	\$867,685 GF (Debt) + \$782,315 GF (Free Cash) + \$169,711 GF (Cash)	\$2,200,711 (See Below)

<i>Project Description</i>	<i>Amount Requested</i>	<i>Funding Source</i>	<i>Committee Recommends</i>
(a) School Building Envelope and Systems	\$215,000	GF (Free Cash)	Approval (5–0)

“This project involves performing annual prioritized design, repairs and modifications to prevent deterioration of school building exteriors and building systems. Proper maintenance of school buildings requires continual investment in the building envelope and building systems. This includes repair of damaged panels and siding, re-caulking and weatherproofing windows and doors, repainting the wood exterior, and extraordinary repairs to mechanical systems. Small, individual items such as failure of a specific door or window or small painting projects will continue to be funded through the operating budget. FY 2013 priorities may include making extraordinary repairs as required to school buildings including educational space modifications from enrollment changes, concrete repairs to spalled concrete at the Diamond roofline, and construction of a loading dock at the Central Office building. Engineering design and preparation of bid documents are included in the request for funding.” [Brown Book, Page XI-14]

<i>Project Description</i>	<i>Amount Requested</i>	<i>Funding Source</i>	<i>Committee Recommends</i>
(b) Evaluation of Middle Schools Science Labs and Performing Art Spaces	\$35,000	GF (Free Cash)	Approval (5–0)

“The two middle schools were renovated approximately 10 years ago. There are concerns from the school administrators that science labs and performing arts spaces no longer adequately support these programs, and that the systems, equipment, and the space plan should be evaluated for alignment with the educational program. This request is for funding to evaluate the adequacy of existing science laboratories, performing arts spaces and associated systems and equipment to meet programmatic needs and make recommendations for enhancements to meet those needs.” [Brown Book, Page XI-15]

<i>Project Description</i>	<i>Amount Requested</i>	<i>Funding Source</i>	<i>Committee Recommends</i>
(c) Diamond Energy Improvements	\$25,000	GF (Free Cash)	Approval (5–0)

“The Diamond Middle School is second to the High School with the highest energy use per square foot. Low cost energy audits have been conducted by the Massachusetts Department of Energy Resources and National GRID, without realizing identifiable projects to improve efficiencies. This project is requesting funds to perform a more in depth audit of major mechanical systems that will result in a Mechanical Master Plan anticipated to be implemented over a five-year period.” [Brown Book, Page XI-15]

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<i>Project Description</i>	<i>Amount Requested</i>	<i>Funding Source</i>	<i>Committee Recommends</i>
(d) Municipal Building Envelope and Systems	\$169,711	GF (Cash)	Approval (5–0)

“This ongoing capital request includes design and construction repair/replacement projects for the maintenance and upgrade of municipal buildings and systems. Repairs to roofs, windows, mechanical and electrical systems, and interior finishes are required on a continual basis to maintain town facilities for their intended function. The public building infrastructure will always need to be maintained, repaired, and upgraded to prevent structural deterioration and avoid safety hazards. The projects within this program do not increase the size of the public building stock and therefore do not result in increased utility usage or maintenance costs. Projects already identified for FY2013 include the replacement of Cary Library sidewalks and the addition of ventilation to the Cary Library chiller for improved servicing and maintenance.” [Brown Book, Page XI-15]

<i>Project Description</i>	<i>Amount Requested</i>	<i>Funding Source</i>	<i>Committee Recommends</i>
(e) White House Stabilization	None (To Be Indefinitely Postponed)		Approval (4–1) of \$381,000, GF (Cash)

As noted earlier in this report (Page 27), while this project is in the Warrant, it is shown in the Brown Book (Page XI-3) with recommended funding as “TBD” and without a description.

Based on the “Fiscal Year 2013 Town Manager’s Preliminary Budget & Financing Plan”, January 9, 2012 (the “White Book”), it is known that:

“This request is for funds to create bid documents for the stabilization of the White House (Hosmer House) and for actual work to be performed. The building has been in significant disrepair for several years as the Town considers possible future uses of the site. Two recent studies concluded that the majority of the building should be demolished as the structure is not suitable for Town needs. An Historic Structures Report completed in November 2010 examined five stabilization strategies. The lowest cost strategy is being proposed for funding because it retains most of the highest preservation priorities, and it is compatible with a number of proposed future uses of the structure...The stabilization work includes the resetting of stones in rubble foundation; stripping paint from siding and trim and repairing or replacing as appropriate; replacing soffits and fascias; priming and repainting the exterior; replacing shutters, wooden storm windows, gutters and rain leaders; and repairing chimney brickwork.” [White Book, Page XI-21]

Although this \$381,000 project was originally contemplated to have its demolition portion (\$148,590) funded by the GF and its stabilization portion (\$232,410) funded by the CPF, the CPC did not support the project for this Town Meeting—a position that this Committee took to be without prejudice against a re-submission for consideration to be presented to a subsequent Town Meeting. That leaves this Town Meeting with the option to support this project if funding for it can be found within the non-CPF funds available to the Town.

As the Historic Districts Commission has ruled that the historic core of the building (the Hosmer House) must be preserved and can’t be moved off the site, this Committee agrees that the demolition portion of the project will need to be done whatever eventual use of the building may be deemed appropriate by the BoS—and most likely using the GF, whether now or later. That leaves the question about whether the GF should be used now for the stabilization portion even though there is currently no use designated for the Hosmer-House portion.

This Committee recognizes the case made by the DPF with regard to its responsibility to preserve all of the Town’s assets for which it is the steward and its plan to accomplish this entire project before the end of this calendar year. At the same time—and notwithstanding the aesthetic concerns with the building’s

dilapidated condition—there was hesitation in spending the additional \$232,410 from the GF without understanding just how the stabilized portion would be used and evidence no significant portion of the stabilization funds would have been wasted by having already done that work before the build-out is done for a potential user.

The majority of this Committee concluded it is in the Town's best interest to proceed now with the project as presented—funding it entirely from the GF (Cash). As the BoS did not support this project and, therefore, said it will move to Indefinitely Postpone this sub-Article, this Committee will oppose that Motion and offer a substitute Motion to fund the project.

<i>Project Description</i>	<i>Amount Requested</i>	<i>Funding Source</i>	<i>Committee Recommends</i>
(f) Extraordinary School Repair Projects	\$610,000	287,685 GF (Debt) + \$322,315 GF (Free Cash)	Approval (5–0)

“This request is to fund multiple projects that are characterized as extraordinary repairs. They include:

“(i) School Building Flooring Program (\$125,000): This is a multi-year project that will replace carpet, vinyl tile, and ceramic tile flooring systems that have failed or are beyond their useful life and exceed \$25,000 in cost. Flooring systems must be replaced periodically to insure the surfaces are safe and cleanable. Worn or broken flooring creates a tripping hazard, can provide harborage for bacteria and water, and is difficult to clean. Smaller repairs of flooring components are funded through the operating budget.

“(ii) School Window Treatments Extraordinary Repair (\$50,000): The majority of Lexington’s school buildings have inoperable horizontal blinds that were installed when the buildings were constructed. This multi-year project will replace these window treatments with low maintenance solar shades to increase energy efficiency, control sun glare, and improve overall lighting control in the educational space.

“(iii) School Locker Replacement Program (\$150,000): Student and athletic lockers provide a safe and secure means for students to protect their personal belongings while in school. Due to constant use they are subject to wear and tear. This project will replace student lockers at Diamond Middle School that cannot be repaired because replacement parts are no longer available. These lockers are the original lockers from the last school construction project. Once replaced, they will be maintained through the Public Facilities annual operating budget. This is the last year of a multi-year project as the need for school lockers has been addressed.

“(iv) Hastings Elementary School Improvements (\$87,000): This request is for design and construction funds for various improvements to the Hastings Elementary School. At present, the lower level of the school does not have adult restrooms, which is a problem for staff. In addition, the upper level corridor’s suspended ceiling experiences significant solar gain from the roof mounted skylights that bring daylight into the corridor, which makes for uncomfortable conditions due to overheating. This project will construct two adult restrooms. This will also have the ancillary benefit of creating improved circulation into the cafeteria space and freeing up space for the construction of two needed offices in the lower entrance area. To address the overheating in the upper level corridor, exhaust fans and controls will be installed in the ceiling plenum allowing the venting of excess heat to the outside.

“(v) Clarke Gymnasium Storage Area (\$28,000): This request is for funds to remove the gymnasium sliding wall system at Clarke and construct a storage area in the vacated space. The sliding wall system has not been used for several years and is not in an operable condition. In addition, bleachers and ductwork have been installed that prevent the wall from being fully utilized. The gymnasium has built in storage that does not meet the needs for the program. Removing the wall system and constructing a storage area will make the space available for use.

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“(vi) Convert Space for Pre-Kindergarten Occupational Therapy (\$60,000): This request is for funding for the renovation of existing space at Harrington School so that the Pre-Kindergarten Occupational Therapy program can return from temporary space at the Old Harrington School. The renovation includes removing the computer lab and relocating the literacy specialist and ‘leveled literacy’ library.

“(vii) Convert Computer Lab to Classroom—Fiske School (\$60,000): This request is to convert the computer lab at Fiske School into a general classroom. Projections for the coming year indicate the need for an additional classroom. The computer-related educational requirements at the school can be met with laptop computers in carts utilizing the wireless network.

“(viii) Sound Proofing of Classroom Spaces for Hearing Impaired Program—Diamond Middle School (\$50,000): The Diamond Middle School currently has one set of classrooms engineered to address the needs of hearing impaired students. With hearing impaired students at each grade level there is the need to soundproof a second set of classrooms to meet program demands. This request is for funding to install soundproofing systems within 4 classrooms including HVAC adjustments, ceiling and wall treatments, and other related modifications.”

[Brown Book, Page XI-7]

<i>Project Description</i>	<i>Amount Requested</i>	<i>Funding Source</i>	<i>Committee Recommends</i>
(g) Public Facilities Bid Documents	\$75,000	GF (Free Cash)	Approval (5–0)

“This request is for funds for professional services to produce design development, construction documents, and/or bid administration services for smaller school projects in anticipation of requests for construction funding at town meeting that that have a high probability of approval. This will insure that the projects can be completed in the then-current construction season, which is particularly important for the timely completion of such projects given the short window between the end of school in June and the beginning of school the following August.” [Brown Book, Page XI-16]

This fund will allow the DPF to perform D&E on small projects prior to Town Meeting and thereby be better prepared for starting construction on these projects as soon as Town Meeting dissolves. Such "streamlining" will help make the DPF more efficient.

<i>Project Description</i>	<i>Amount Requested</i>	<i>Funding Source</i>	<i>Committee Recommends</i>
(h) Hastings School Natural Gas Conversion	\$45,000	GF (Free Cash)	Approval (5–0)

“This request is for funding to convert the boiler at the Hastings School from oil to natural gas and to remove the existing buried oil tank. It is projected that this conversion will save an estimated \$9,400 per year in fuel costs.” [Brown Book, Page XI-16]

<i>Project Description</i>	<i>Amount Requested</i>	<i>Funding Source</i>	<i>Committee Recommends</i>
(i) Town-wide Facilities Master Plan	\$65,000	GF (Free Cash)	Approval (5–0)

“This is a request for funds for consulting services to assist the Board of Selectmen in developing a Town Wide Facility Master Plan. Over the last three years, facility studies have been completed for Fire Headquarters, Police Headquarters, Human Services, the Stone Building, the White House, Town Office Building and Cary Memorial Building. The various studies have provided recommendations for facility

renovations and/or facility replacements to meet the needs of the various departments and functions and/or to preserve Town assets. The selected consultant would assist the Town in developing an integrated Facilities Master Plan taking into consideration the recommendations from individual studies; the priorities of the Town; the need for efficient sequencing of projects to take advantage of available swing space; the relocation of services to improve adjacencies; and, the financial capacity for the Town to implement the projects.” [Brown Book, Page XI-16]

This plan will help provide consolidated information on the many outstanding municipal big-ticket projects, thereby providing more information for prioritizing these projects over the next several years—similar to the Schools K–12 Master Plan.

<i>Project Description</i>	<i>Amount Requested</i>	<i>Funding Source</i>	<i>Committee Recommends</i>
(j) Grounds Vehicle	\$80,000	GF (Debt)	Approval (5–0)

“This request is to fund the replacement of one of two existing vehicles used to maintain the grounds around school buildings and transport items among the schools. The vehicles have been used beyond their useful lives and require increasingly expensive repairs that result in excessive downtime affecting operations. It is proposed to replace the 2000 GMC Sierra in FY 2013 and a request will be made for FY 2014 to replace the 2000 Chevy GMT400. The vehicles will be replaced with Ford F350 4x4 trucks equipped with plows, spreaders, lift gates, and heavy duty platform bodies with stake sides.” [Brown Book, Page XI-7]

<i>Project Description</i>	<i>Amount Requested</i>	<i>Funding Source</i>	<i>Committee Recommends</i>
(k) Lexington High School (LHS) Overcrowding—Phase II Renovations	\$400,000	GF (Debt)	Approval (5–0)

“This project is the continuation of \$175,000 of funding authorized at the 2011 Annual Town Meeting for designer services and renovation costs to improve space utilization at LHS and reduce overcrowding, where feasible. The PreK - 12 Master Plan identified overcrowding at LHS as an issue that affects student and faculty programs. Phase II will consolidate information technology staff at the central office and return LHS space to educational use. In addition, the 2012-2013 school year will require additional classrooms. Opportunities for relocating functions not critical to the LHS education program are being reviewed for relocation in order to free up additional space for renovation as classrooms.” [Brown Book, Page XI-8]

<i>Project Description</i>	<i>Amount Requested</i>	<i>Funding Source</i>	<i>Committee Recommends</i>
(l) School Paving Program	\$100,000	GF (Debt)	Approval (5–0)

“This project requests funds for design and construction to maintain school parking and paved pedestrian surfaces in a condition suitable for public use. In the last four years paving improvements have been implemented at Estabrook, Bridge, Bowman, Hastings and Diamond. The Department of Public Facilities and the Department of Public Works Engineering partner on these projects to utilize the DPW paving bids.” [Brown Book, Page XI-9]

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Article 19: Rescind Prior Borrowing Authorizations	Amount for Rescission	Original Funding Source	Committee Recommends
	\$46,475	Debt	Approval (5-0)

“To see if the Town will vote to rescind the unused borrowing authority voted under previous Town Meeting articles...

“DESCRIPTION: State law requires that Town Meeting vote to rescind authorized and unissued debt which is no longer required for its intended purpose.”

[Town of Lexington Warrant to the 2012 ATM, Page 16]

This Committee has been advised that the following borrowing authority is no longer needed as the associated projects have been completed and no additional funds need to be borrowed:

2009 ATM	11(i)	Fire Department Headquarters Preservation & Renovation Study	\$19,164.00
2010 ATM	12(d)	DPW Equipment Replacement	\$3,375.00
2010 ATM	16(b)	Clarke Middle School Auditorium Safety and Technology Upgrade	\$15,790.00
2011 ATM	13(g)	Hastings School Playground Expansion	\$8,146.00
Total			\$46,475.00

Note: No-longer-needed cash balances from issued debt are not a subject for rescission. Those are normally proposed to Town Meeting for appropriation to later Capital Articles.

Article 20: Authorize The Establishment of a Minuteman Stabilization Fund	Funds Requested	Funding Source	Committee Recommends
	Not Applicable	Not Applicable	Indefinite Postponement (5-0)

“To see if the Town will approve the establishment of a Stabilization Fund by the Minuteman Regional Vocational School District to pay costs of capital repairs, renovations, and improvements to the regional district school and its associated facilities...[Town of Lexington Warrant to the 2012 ATM, Page 17]

The approval by the 2009 ATM, under its Article 27, to Establish Stabilization Fund for Minuteman Regional Vocational School District has been deemed by Town Counsel already to provide for such a fund to pay capital expenses of that School District; therefore, we expect this Article to be Indefinitely Postponed.

Article 21: Establish And Appropriate To Specified Stabilization Funds	Funds Requested	Funding Source	Committee Recommends
	Unknown	Pending	Pending

“To see if the Town will vote to create and/or appropriate sums of money to Stabilization Funds in accordance with Section 5B of Chapter 40 of the Massachusetts General Laws for the purposes of: (a) Section 135 Zoning By-Law, (b) Traffic Mitigation, (c) Transportation Demand Management, (d) School Bus Transportation, (e) Special Education, (f) Center Improvement District; (g) Debt Service, (h) Transportation Management Overlay District (TMO-1), (i) Avalon Bay School Enrollment Mitigation Fund and (j) Capital Projects Fund...

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DESCRIPTION: This article proposes to establish and/or fund Stabilization Funds for specific purposes....The use of these funds may be appropriated for the specific designated purpose by a two-thirds vote of an Annual or Special Town Meeting.”

[Town of Lexington Warrant to the 2012 ATM, Page 17]

At the time of writing this report there are pending suggestions to establish and fund a "Capital Projects/Debt Service Stabilization Fund" to hold a portion of the revenue made available by the downward adjustment in the FY2013 Health Benefits expenses. This Committee looks forward to participating in the discussions regarding any transfers into that fund as well as other uses of the newly available revenue.

<i>Article 22: Appropriate to Stabilization Fund</i>	Funds Requested	Funding Source	Committee Recommends
	<i>N/A</i>		Indefinite Postponement (5-0)

“To see if the Town will vote to appropriate a sum of money to the previously created Stabilization Fund...

“DESCRIPTION: ...These funds may later be appropriated, by a two-thirds vote of an Annual or Special Town Meeting, for any lawful purpose.”

[Town of Lexington Warrant to the 2012 ATM, Page 17]

At this time, there is not any planned action under this Article.

<i>Article 23: Appropriate from Debt Service Stabilization Fund</i>	Funds Requested	Funding Source	Committee Recommends
	\$124,057	<i>Debt Service SF</i>	Approval (5-0)

“To see if the Town will vote to appropriate a sum of money from the Debt Service Stabilization Fund to offset the FY2013 debt service of the bond dated February 1, 2003 issued for additions and renovations to the Lexington High School, Clarke Middle School and Diamond Middle School, as refunded with bonds dated December 8, 2011.

“DESCRIPTION: This article would allow the Town to pay the debt service on the 2003 School Bonds from the Capital Debt Service Stabilization Fund set up for that specific purpose.”

[Town of Lexington Warrant to the 2012 ATM, Page 18]

In August 2006, the Town received over \$14 million from the Massachusetts School Building Authority as reimbursement toward the Town’s secondary-schools renovation project. After using over \$11million of those funds to retire short-term debt taken on in anticipation of that reimbursement, there were \$2,143,079 of excess reimbursement which needed to be applied toward the project’s long-term exempt debt. (By Department of Revenue [DOR] regulations, these funds must be used only to offset debt service on the outstanding bond for that exempt debt.)

With the prior-year appropriations from this fund and, over the same period interest being earned on the amount in the fund, the balance is now \$1,379,001. With continued, yearly, appropriation of this same amount (\$124,057), all the excess reimbursement will have been applied with the payment in FY2023.

With present balance, that would still leave \$14,374 in the fund, but the residual balance will be higher in FY2023 as a result of interest that will be earned over the next 11 years. It is the Town’s position that the residual balance should be applied against other exempt debt in FY2024 as the requirement to reserve these funds was to “return” the funds to the taxpayer through the mitigation of exempt debt service.

Article 26: Appropriate for Authorized Capital Improvements	Funds Requested	Funding Source	Committee Recommends
	\$200,000	Insurance Proceeds	Approval (5–0)

“To see if the Town will vote to make supplementary appropriations to be used in conjunction with money appropriated in prior years for the installation or construction of water mains, sewers and sewerage systems, drains, streets, buildings, recreational facilities or other capital improvements and equipment that have heretofore been authorized...

“DESCRIPTION: This is an annual article to request funds for capital improvement project expenditures that exceed the level of appropriation.”

[Town of Lexington Warrant for 2012 Annual Town Meeting, Page 19]

At the time of writing this report, this Committee expects a single request under this Article for Town Meeting to appropriate all the funds received in settlement of a claim made by the Town to the original design firm based on deficiencies in the wash bay in what has been named the Samuel Hadley Public Services Building (201 Bedford Street). The rest of the funds that will be needed to design and execute the corrections, as well as some betterments in the wash bay that experience with the building has shown as being warranted, would come from the balance existing in previous authorizations for the construction of that building—which do not require a new appropriation. (The overall building project came in about \$2.2 million under the previous authorizations.) The exact amount of the supplement to the appropriation being requested will depend on the final design and the aggressiveness of the bids, but is not anticipated at this time to be more than \$100,000.

Article 31: Amend General Bylaws— Town Meeting Warrant	Funds Requested	Funding Source	Committee Recommends
	<i>None</i>	<i>Not Applicable</i>	Approval (5–0) only if additional requirement included for an all- residence mailing of a notice before each Warrant

To see if the Town will vote to amend Section 118-2 of the Code of the Town of Lexington (“Posting and Mailing of Warrant”) by deleting the requirement that the warrant be mailed to each dwelling place in the town and substituting therefor requirements that the warrant be (a) mailed to all Town Meeting members and, upon request to other residents; (b) posted on the Town of Lexington website; and (c) publicly posted in designated municipal buildings in addition to the Town Office Building, including, but not limited to, the Cary Memorial Library, the Samuel Hadley Public Services Building, the Lexington Senior Center and the Lexington Police Station...

DESCRIPTION: With changes taking place in the operation of the United States Postal Service, and expectation of reduced services and delays in bulk mailings, this article would provide an alternate way for making warrants available to residents and Town Meeting Members.”

[Town of Lexington Warrant to the 2012 ATM, Page 20]

This Committee can unanimously agree to substituting an opt-in approach with regarding to mailing of a Town-Meeting Warrant only if there were an explicit heads-up to all of the Town’s residents before each Warrant reminding them of an upcoming Warrant(s), how the Warrant will be accessible, and of their right to opt-in to getting a copy by mail—with advice of the means by which they can opt-in.

To that end, we have proposed to the Town Clerk and the BoS—with prior advice to the Town-Meeting Moderator—that something along the lines of the following—but reformatted as needed to be consistent with the format of the subject Motion and review by Town Counsel—be added as a 4th condition in the

Motion's substitute language, in addition to those listed as (a) through (c) in the subject Article. (The "and" before the "(c)" would need to be removed.)

and (d) a notice shall be sent annually by mail to each residence in the Town (which notice may be combined in another mailing to each residence), before each Warrant is available, providing advice of the upcoming Warrant and where it shall be posted (including electronically) once published, and providing a means for opting-in to the mailed distribution of that specific Warrant if there is not a Town Meeting Member at that residence.

While we had thought the annual mailing of the Town Census form might be one of the few to-all-residences mailing that the Town is already doing--and would seem timely for the purpose of the "(d)" above at least for the Warrant for the Annual Town Meeting, it's not our Committee's intent that the amended Bylaw would specify the means by which such notice would be provided, only that the Town bear the burden of providing each residence with such a notice.

If the additional condition is not included in the Motion presented to Town Meeting, this Committee will offer an amendment to add it. If neither means succeeds, this Committee is unanimously opposed to the elimination of the to-all-residences mailing of the Town-Meeting Warrants.

Summary of Warrant Article Recommendations

Abbreviations: RF = Revolving Fund; CPF = Community Preservation Fund;

EF = Enterprise Fund; RE = Retained Earnings; GF = General Fund;

SF = Stabilization Fund; TBD = To Be Determined; ATM = Annual Town Meeting;

STM = Special Town Meeting

Article	Description	Request	CEC Recommended Difference from Request	Funding Source
STM 2	Appropriate for New Estabrook School	\$39,742,248		GF (Excluded Debt)
7	Establish and Continue Departmental RFs			
7	Culvert Replacement	\$325,000		DPW Compost Operations RF (Cash)
8	Community Preservation Committee Operating Budget and CPA Projects			
8(a)	Archives & Records Management/Conservation	\$150,000		CPF (Cash)
8(b)	Paint Mine Barn	\$34,770		CPF (Cash)
8(c)	Muzzey Senior Center Upgrade Phase I	\$561,518		CPF (Cash)
8(d)	Cary Memorial Building Upgrade	\$75,000		CPF (Cash)
8(e)	Center Playfields Drainage – Phase III	\$605,718		CPF (Cash)
8(f)	Battle Green Area Master Plan Implementation Phase 2	\$143,845		CPF (Cash)
8(g)	LexHab Set Aside for Housing Acquisition	\$450,000	(\$450,000)	CPF (Cash)
8(h)	Buckman Tavern Historic Structions Report & Restore Plan	\$65,000		CPF (Cash)
8(i)	Historical Society Historic Records Preservation	\$77,268		CPF (Cash)
8(j)	Greeley Village Accessible Housing Project	\$810,673		CPF (Cash)
8(k)	Busa Farm Debt Service	\$930,300		CPF (Cash)
8(l)	Cotton Farm Debt Service	\$1,000,000		CPF (Cash)
8(m)	Administrative Budget	\$150,000		CPF (Cash)
9	Land Purchase Off Grove Street	TBD		CPF (Cash and/or Debt)
10				GF (Debt)
11	Recreation Capital Projects			
11(a)	Pine Meadows Equipment	\$46,000		Recreation EF (RE)
11(b)	Park Improvements—Hard Court Resurfacing	\$120,000		GF(Debt)
11(c)	Park & Playground Improvement	\$65,000		GF(Debt)
11(d)	Park Improvements—Athletic Fields	\$60,000		GF(Debt)
12	Municipal Capital Projects & Equipment			
12(a)	Public Safety Radio Connectivity	\$50,000		GF (Free Cash)
12(b)	Hydrant Replacement Project	\$50,000		\$25,000 GF Cash + \$25,000 Water EF (RE)
12(c)	Street Improvements and Easements	\$1,956,193		\$1,025,586 GF (Cash) + \$930,607 Chapter 90 State Aid
12(d)	Culvert Replacement	\$65,000		GF (Free Cash)
12(e)	DPW Equipment	\$595,000		\$358,610 GF (Debt) + \$70,000 GF (Free Cash) + \$85,390 GF (Cash) + \$40,500 Water EF (Debt) + \$40,500 (Wastewater EF (Debt)
12(f)	Comprehensive Watershed Stormwater Management	\$165,000		\$65,000 GF (Debt) + \$100,000 GF (Free Cash)
12(g)	Dam Repair	\$260,000		GF (Debt)
12(h)	Storm Drainage Improvements & NPDES Compliance	\$340,000		GF (Debt)
12(i)	Battle Green Area Master Plan—Parking, Traffic Calming...	\$60,000		GF (Free Cash)
12(j)	Townwide Signalization Improvement	\$125,000		\$119,532 GF (Debt) + \$5,468 from 2008 ATM Article 15(a)
12(k)	Sidewalk Improvements	\$300,000		GF (Debt)
12(l)	Concord Avenue Sidewalk Engineering & Easements	\$250,000		Traffic Mitigation SF
12(m)	Street Betterment Improvements & Easements	N/A		N/A; to be Indefinitely Postponed
12(n)	Off-Site Street Improvements—Estabrook School	\$170,000		GF (Free Cash)
12(o)	CBD Sidewalk/Street Improvements/Landscaping—D&E	\$240,000		GF (Debt)
12(p)	Telephone System Replacements Town-wide	\$591,000		GF (Debt)
12(q)	Town-wide Electronic Document Management System	\$145,000		GF (Free Cash)
13	Water System Improvements	\$900,000		Water EF (Debt)
14	Wastewater System Improvements			
11(a)	Wastewater System Improvements	\$1,200,000		Wastewater EF (Debt)
11(b)	Pump Station Upgrades	\$100,000		Wastewater EF (Debt)
15	School Capital Projects & Equipment			
15(a)	School Technology	\$1,002,000		\$833,676 GF (Debt) + \$168,324 GF (Cash)
15(b)	Classroom and Administrative Furniture	\$83,000		GF (Debt)

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CAPITAL EXPENDITURES COMMITTEE REPORT TO 2012 ATM & 2012 STM (Apr 2nd)

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Article	Description	Request	CEC Recommended Difference from Request	Funding Source
16	Public Facilities Capital Projects			
16(a)	School Building Envelope and Systems	\$215,000		GF (Free Cash)
16(b)	Evaluation of Middle Schools Science Labs & Performing Art Spaces	\$35,000		GF (Free Cash)
16(c)	Diamond Middle School Energy Improvements	\$25,000		GF (Free Cash)
16(d)	Municipal Building Envelope and Systems	\$169,711		GF (Cash)
16(e)	White House Stabilization	N/A	\$381,000	GF (Cash)
16(f)	Extraordinary School Repair Projects	\$610,000		\$287,685 GF (Debt) + \$322,315 GF (Free Cash)
16(g)	Public Facilities Bid Documents	\$75,000		GF (Free Cash)
16(h)	Hastings Elementary School Natural Gas Conversion	\$45,000		GF (Free Cash)
16(i)	Town-wide Facilities Master Plan	\$65,000		GF (Free Cash)
16(j)	Grounds Vehicle	\$80,000		GF (Debt)
16(k)	LHS Overcrowding—Phase 2 Renovations	\$400,000		GF (Debt)
16(l)	School Paving Program	\$100,000		GF (Debt)
19	Rescind Prior Borrowing Authorizations	\$46,475		Debt
20	Authorize the Establishment of Minuteman SF	N/A		N/A; to be Indefinitely Postponed
21	Establish and Appropriate to Specified Stabilization	<i>Unknown</i>	<i>Pending</i>	<i>Pending</i>
22	Appropriate to Stabilization Fund	N/A		N/A; to be Indefinitely Postponed
23	Appropriate from Debt Service Stabilization Fund	\$124,057		Debt Service SF
26	Appropriate for Authorized Capital Improvements	\$200,000		Insurance Proceeds
31	Amend General Bylaws—Town Meeting Warrant	<i>None</i>	Qualified Approval	<i>Not Applicable</i>